

PROPOSAL FOR

Transit Village Community Visioning Planning Services

BOROUGH OF ROSELLE PARK

NOVEMBER 30, 2018



Eleven Tindall Road
Middletown, New Jersey 07748
P: 732.671.6400 | F: 732.671.7365
TANDMASSOCIATES.COM



YOUR GOALS. OUR MISSION.

RSPKOH-18010

November 30, 2018

Andrew J. Casais, RMC, QPA
Qualified Purchasing Agent
Roselle Park Borough Hall
110 East Westfield Avenue
Roselle Park, N.J. 07204

RE: Proposal for Transit Village Community Visioning Planning Services

Dear Mr. Casais:

T&M Associates (T&M) is pleased to submit our proposal and qualifications to prepare a Transit Village Vision Plan for the Borough of Roselle Park. We believe we bring extraordinary talent matched to the Borough's specific challenges and planning objectives and have the expertise and resources aligned to meet your needs.

To achieve the outcome desired by the Borough, T&M is proposing a comprehensive, transparent, and robust public outreach process that will include a series of public outreach and community visioning meetings, stakeholder interviews, and coordination with Borough officials and professional staff. T&M has extensive experience in preparing transit village plans and conducting successful public outreach and community visioning exercises and will use this experience in helping to craft a public outreach program specifically tailored to the Borough of Roselle Park. As noted in the accompanying scope of services, this will include the use of surveys, web-based inputs and social media.

I will serve as T&M's Vision Consultant for this assignment and will be supported not only by T&M's talented planning staff, but our multi-disciplinary staff of nearly 350 professionals. As you can see from the accompanying experience profiles and resumes, our planning staff has extensive experience in assisting communities develop a long-term community vision that is based on the principles of compact, mixed-used, pedestrian-friendly, and transit friendly developments.

T&M also is thoroughly familiar with the NJDOT Transit Village Criteria and has applied these standards in a variety of transit-oriented district (TOD) plans, including the Linden Transit Village Plan, which resulted in Linden being designated a Transit Village by NJDOT and receiving grant funding to help implement a comprehensive redevelopment strategy to revitalize its downtown.

We understand that Roselle Park is facing many challenges related to the future development and redevelopment of the area around its train station. While these challenges are experienced by other municipalities, our goal is to prepare a Vision Plan that is tailored specifically to the needs of Roselle Park, which effectively describes the Borough's vision for the future and is implementable. Our proposed outreach strategy and approach to the preparation of the Vision Plan are designed to achieve this objective.











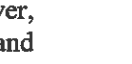
T&M is excited about this opportunity and, if selected to undertake this project, are committed to serving the Borough of Roselle Park in an efficient, cost effective and personal fashion. Our proposal includes all the information required in your RFP; however, if should have any questions or require additional information, please do not hesitate to contact me at 732.865.9557 or SSLachetka@tandmassociates.com.

Very Truly Yours,

Stan Slachetka, PP, AICP
Group Manager, Planning

BOROUGH OF ROSELLE PARK

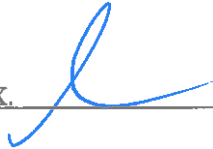
SUBMISSION CHECKLIST

THE FOLLOWING ITEMS, AS INDICATED BELOW <input checked="" type="checkbox"/> , SHALL BE PROVIDED WITH THE RECEIPT OF SEALED SUBMISSIONS		Initial Here
<input checked="" type="checkbox"/>	Completed RFP Checklist	
<input checked="" type="checkbox"/>	Completed Submission Form / Qualification Statement	
<input checked="" type="checkbox"/>	Statement of Ownership Disclosure	
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	
<input checked="" type="checkbox"/>	Required EEO/Affirmative Action Evidence & Signed Compliance Notice	
<input checked="" type="checkbox"/>	Acknowledgement of Americans with Disabilities Act Language of 1990	
<input checked="" type="checkbox"/>	Disclosure of Investment Activities in Iran	
<input checked="" type="checkbox"/>	Insurance Requirement Acknowledgement Form	
<input checked="" type="checkbox"/>	Certification Regarding Political Contributions	
<input checked="" type="checkbox"/>	New Jersey Business Registration Certificate of Vendor	
<input checked="" type="checkbox"/>	W-9 of Vendor	

This checklist is provided for vendor's use in assuring compliance with required documentation; however, it does not include all submission requirements and does not relieve the vendor of the need to read and comply with the RFP.

Name of Vendor: T&M Associates

Date: November 21, 2018

Signature: 

Print Name: Gary C. Dahms

Title: President & CEO

BOROUGH OF ROSELLE PARK

SUBMISSION FORM / QUALIFICATION STATEMENT

(ATTACH ADDITIONAL SHEETS AS NECESSARY,
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS
AND TYPE/WRITE: "SEE ATTACHED")

1. Names and roles of the individuals who will perform the services and description of their education and experience with projects similar to the services contained herein:

T&M's planning division has guided numerous municipalities through the redevelopment, affordable housing, and plan endorsement process, as well as providing more conventional master plan and zoning services. The Planning Division has full-time professional and technical employees, including Professional Planners who are licensed practicing planners in the State of New Jersey and qualified members of the American Institute of Certified Planners. T&M's proposes the following key team members to service the Borough of Roselle's planning needs for the Transit Village Community Visioning initiative. Detailed resumes for each team member are located in **Section 3**.

Principal in Charge + Vision Consultant | Stanley Slachetka, PP, AICP

Group Manager for the Planning Division specializing in local and regional land use planning issues, redevelopment and affordable housing. He is a licensed professional planner in NJ with more than 30-year of experience. Stan has a Master of City and Regional Planning from Rutgers' Graduate School-and was a Graduate Fellow of the Eagleton Institute of Politics. He also holds a Bachelor of Arts degree in Political Science from Rutgers' University College-New Brunswick. He is a certificate holder from the National Charrette Institute and has designed and conducted successful community visioning meetings in a variety of settings.

Project Manager | Jeffrey Cucinotta, PP, AICP

Senior Staff Planner with 7 years of planning experience encompassing various disciplines including: redevelopment planning, preliminary investigation reports, and conceptual plan preparation; affordable housing plan preparation; storm recovery and resiliency planning; development regulations and ordinance preparation; GIS analysis and map preparation; and urban design. He is a licensed professional planner in NJ and a member of the American Institute of Certified Planners. He holds a Masters in Urban & Regional Planning from Virginia Tech and Bachelor of Arts in Geography from Rowan University.

Planning Support + Analysis | Robert Dare, PP, AICP, MCIP

Principal Planner with 15 years of planning experience for a variety of projects including: land use codes and design standards; master plans; smart growth plans; housing plans and studies; redevelopment plans and studies; and, traditional neighborhood development plans. He is a licensed professional planner in NJ and a member of the American Institute of Certified Planners and the Canadian Institute of Planners. He holds a Master of City and Regional Planning and Bachelor of Arts in Geography from Rutgers University. He has also taught land use and environmental planning courses at McGill University, where he is currently completing a doctorate in Urban Planning, Policy and Design.

Planning Support + Visioning | Martin Truscott, PP, AICP, LEED-GA

Supervising Planner providing planning and redevelopment services to various counties and municipalities in New Jersey for 40 years. He is a New Jersey Licensed Professional Planner and has a Masters of City and Regional Planning. His experience has included preparing master plans, open space plans, zoning ordinances, land use studies, and other planning studies.

SUBMISSION FORM / QUALIFICATION STATEMENT
(CONTINUED)

(ATTACH ADDITIONAL SHEETS AS NECESSARY,
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2. References and record of success of same or similar service:

T&M brings vast experience in the public works environment and takes pride in its ability to develop practical planning solutions to municipal challenges. T&M's teams have a deep-rooted understanding of what it takes to produce innovative, out-of-the-box solutions to accommodate community needs, solve the business requirements of the government, ensure resident safety and protect the environment. The projects and references listed below are intended to summarize our planning expertise involving community-based vision plans, redevelopment and land-use planning, transit village and community outreach efforts. *Detailed descriptions of each project are located in Section 2.*

Project & Location: Transit Station Redevelopment Plan Amendment, Matawan, NJ

Client: Borough of Matawan

Contact: Louis Ferrara, Borough Administrator, 732.566.3898

Project & Location: Port Belford Redevelopment Study & Redevelopment Plan, Middletown, NJ

Client: Township of Middletown

Contact: Sanyogita Chavan, PP, AICP, Director of Planning, 732.615.2000

Projects & Locations: Lakewood Township Smart Growth Plan & Transportation Improvement District Plan, Lakewood, NJ

Client: Township of Lakewood

Contact: Meir Lichtenstein, Committeeman, 732.364.2500

Project & Location: Golden Triangle Visioning Study, Cherry Hill, NJ

Client: Township of Cherry Hill/ Camden County Improvement Authority

Contacts: Natalie Barney, Township of Cherry Hill Community Planning Supervisor, 856.432.8708;
Andrew Levecchia, CCIA Planning Director, 856.566.3120

Project & Location: Transit Village Plan & Designation, Linden, NJ

Client: City of Linden

Contact: Joseph LaPlaca, Chairman Linden Planning Board, 908.474.8445

Projects & Location: Circulation Element of the Jersey City Master Plan, Jersey City, NJ

Client: City of Jersey City

Contact: Naomi Hsu, AICP, Planning Department, 201.547.5021

Project & Location: Transit Village Land Use Plan & Form-Based Code and Gateways to Neptune, A Strategic Revitalization Plan, Neptune, NJ

Client: Neptune Township Planning Board

Contact: Leanne Hoffman, Director of Engineering & Planning, 732.988.5200

SUBMISSION FORM / QUALIFICATION STATEMENT
(CONTINUED)

(ATTACH ADDITIONAL SHEETS AS NECESSARY,
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3. Description of ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff):

Since 1966, T&M has been promoting the advancement of our municipal clients with reliable and creative solutions; adding value by offering the full-breadth of services required to help comply with today's requirements while anticipating and planning for tomorrow's demands. Organized by divisions related to specific market sectors, T&M combines professional expertise with modern technological resources to provide effective planning and engineering solutions.

With nearly 350 employees holding over 250 professional licenses, T&M has an extraordinary talent base to choose from when tailoring a team to meet its clients' individual needs. T&M has an extraordinary talent base from which to choose when assembling a team to respond quickly to our clients' individual needs. Our deep-bench of resources are comprised of professional planners; civil, structural, site, transportation, traffic, mechanical, electrical and environmental engineers; environmental scientists; professional geologists/hydrogeologists; landscape architects; Licensed Site Remediation Professionals (LSRPs); LEED Certified professionals; Certified Energy Procurement Professionals (CEP); grant writers; Geographic Information Specialist Professionals (GISP); land surveyors; construction inspectors; and support staff.

T&M's commitments to our clients are underwritten by over five-decades of success as a consulting service firm that has earned trusted advisor status serving as planner, engineer or consulting professional of record to wide-range of clients throughout the tristate region. Our team's unwavering focus on developing a deep understanding of our clients' needs and our ability to provide expert technical resources to support project success is demonstrated by our high frequency of repeat work in both the private and public sectors. We understand the importance of strong and open communication when it comes to each assignment. No matter the project, we have a team ready and able to meet the challenge with innovative and cost-effective solutions.

Nationally, the firm has 19 offices across eight states. Our corporate headquarters is located in Middletown, NJ with 5 additional NJ office locations in Mount Laurel, Bloomfield, Englewood, Toms River and West Long Branch. Services for this project will be performed out of our Middletown office located at 11 Tindall Road, Middletown, NJ 07748. If additional resources are needed, staff can be called upon quickly from any of our other regional offices.

T&M has provided professional services in a variety of capacities to the County of Union and several municipalities within the County over the past 15 years. We are intimately familiar with many of the County roadways, bridges, parks and recreational facilities, infrastructure, and are knowledgeable of the policies and procedures of the Administration, various Offices and Freeholders. Additionally, we know the local community and government players, and our portfolio of successful work includes substantial public works experience.

SUBMISSION FORM / QUALIFICATION STATEMENT
(CONTINUED)

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4. Cost details, including the annual fee for primary duties and the hourly rates of each of the individuals who will perform services, and all expenses for any work that is not included in the primary duties:

T&M proposes the following costs associated with planning services for the Transit Village Community Visioning initiative. On-Call Planning Services beyond the scope of services described within our technical approach will be billed on an hourly rate for time spent. If additional resources are needed beyond the team named below, time spent will be billed at the rate schedule included in Section 5.

2019 HOURLY RATES

<u>T&M Staff Member</u>	<u>Rate Per Hour</u>
Stan Slachetka, PP, AICP	\$213
Jeffrey Cucinotta, PP, AICP	\$188
Robert Dare, PP, AICP, MCIP	\$188
Martin Truscott, PP, AICP	\$206

Section 4 details T&M's holistic approach and services which will be undertaken to successfully deliver this important project for the Borough. The below tasks identified in the RFP are described in detail in our Technical Approach and will be billed against the not-to-exceed amount shown.

Task A Planning Coordination	\$14,099.50
Task B Community Engagement	\$18,328.50
Task C Preparation of TOD/Transit Village Vision Plan	\$31,982.00
Printing Expenses	\$1,426.00
Total Project Cost	\$67,000.00

CERTIFICATION OF PROPOSAL
(Sign Below)

Firm: T&M Associates

Date: November 29, 2018

Authorized Representative (Print): Gary C. Dahms

Signature: 

Title: President & CEO

Telephone No.: 732-671-6400

Fax No.: 732-671-7365

Cover Letter
Submission Checklist
Completed Submission Forms

SECTION ONE | FIRM QUALIFICATIONS

- Firm Overview
- Planning Services
- Key Contacts + Office Locations

SECTION TWO | RELEVANT EXPERIENCE

- Relevant Experience
- Principal Clients + References
- T&M Rankings + Awards

SECTION THREE | THE T&M TEAM

- Team Summary
- Resumes of Key Staff

SECTION FOUR | TECHNICAL APPROACH + SCHEDULE

SECTION FIVE | COMPENSATION + REQUIRED DOCUMENTS

- Compensation Breakdown Table
- 2019 Schedule of Hourly Rates
- 2019 Schedule of Miscellaneous Charges
- Statement of Ownership
- Non-Collusion Affidavit
- EEO/Affirmative Action Evidence & Signe Compliance Notice
- Certificate of Employee Information Report
- Disclosure of Investment Activities in Iran
- Insurance Requirement Acknowledgement Form
- Sample ACORD Certificate
- Certification Regarding Political Contributions
- W-9
- New Jersey Business Registration Certificate
- New Jersey Certificate of Authorization

Firm Overview

County and municipal governments, and their agencies, dedicate themselves to improving service levels for the public, promoting the local economy, controlling costs, pursuing sustainability and providing a high quality of life for their communities. At the same time, accomplishing this while navigating a challenging regulatory climate and managing limited budgets. Having worked closely with public sector clients for more than five decades, T&M Associates (T&M) has a deep understanding of the challenges they face.

Since 1966, T&M has been promoting the advancement of our municipal clients with reliable and creative solutions; adding value by offering the full-breadth of services required to help comply with today's requirements while anticipating and planning for tomorrow's demands. This year, Engineering News Record (ENR) placed T&M in the top half of the Top 500 Design Firms in the country while NJBIZ currently ranks T&M #7 in the list of Top Engineering Firms, #6 Top Environmental Firms and #6 Construction Management Firms. The firm has established a solid reputation as a leading consulting, engineering and environmental firm throughout the region who gets the job done, no matter the size, scope or challenges.

With nearly 350 employees holding over 250 professional licenses, T&M has an extraordinary talent base to choose from when tailoring a team to meet its clients' individual needs. T&M's in-house staff includes civil, structural, site, transportation, traffic, environmental and MEP engineers; planners; environmental scientists; Licensed Site Remediation Professionals (LSRPs); LEED Certified professionals; landscape architects; construction managers and inspectors; land surveyors; GIS and technology experts; and support staff. The firm's multidiscipline staff has played an integral part in creating and maintaining local and regional infrastructure for years.

What sets T&M apart from other firms is a strong conviction to treat public clients' businesses as their own. T&M takes pride in its ability to envision, plan and implement solutions in an effective and efficient manner for a broad range of projects that have helped to shape communities.

Organized by divisions related to specific market sectors, T&M combines professional expertise with modern technological resources to provide effective engineering and planning solutions in the following areas:

**THE CORE OF T&M IS TO BE FOCUSED
ON CLIENTS, ACT WITH
INTEGRITY, BE ACCOUNTABLE
FOR THE WORK WE DO, AND
DELIVER QUALITY AS A RESULT.
BY DOING THESE THINGS, WE CREATE
SUSTAINABLE VALUE
FOR CLIENTS, COMMUNITIES AND
OUR EMPLOYEES.**





PUBLIC WORKS



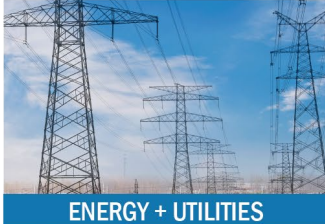
ENVIRONMENTAL



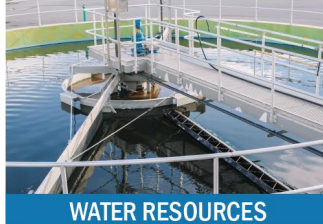
TRANSPORTATION



SITE DEVELOPMENT



ENERGY + UTILITIES



WATER RESOURCES



TECHNOLOGY



PM/CM

T&M brings vast experience in the public works environment and takes pride in its ability to develop practical planning and engineering solutions to municipal challenges. T&M's teams have a deep-rooted understanding of what it takes to produce innovative, out-of-the-box solutions to accommodate community needs, solve the business requirements of the government, ensure resident safety and protect the environment. Guided by its core values of accountability, integrity, value, quality and client focus in mind, T&M creates strong partnerships with its public clients to work alongside them in reaching their goals. The following list represents T&M's major services and technical capabilities.

Planning

- Comprehensive Land Planning
- Redevelopment Planning
- Urban + Community Planning
- Zoning + Ordinance Preparation
- COAH/Affordable Housing
- Resiliency Planning + Storm Recovery
- Index Point Mapping System and Planning Visualization Maps
- Circulation, Transit, Bicycle + Pedestrian Planning
- Recreation + Open Space Planning

Professional Engineering Services

- Municipal + Civil Engineering
- Mechanical, Electrical + Plumbing Engineering
- Fire Protection Engineering
- Traffic + Transportation Engineering
- Structural Engineering + Inspection
- Water/Wastewater Engineering
- Park + Recreation Facility Engineering
- Stormwater Management + Green Infrastructure
- Facilities Management + Maintenance Plans
- Energy + Utilities Engineering
- Building System Analysis & Studies
- US Green Building Council/LEED Assessment

Site Development

- Surveying + Mapping
- Master Plan + Site Plan Development
- Site Feasibility Analysis
- Grading + Drainage
- Floodplain Management
- Landscape Architecture
- Sports/Athletic Field Planning + Engineering

Environmental

- Environmental Engineering
- Regulatory Compliance and Permitting
- Environmental Impact Assessments
- Remedial Investigation/Remedial Action
- Wetland Delineation/Mitigation Design
- Ecological & Habitat Assessments
- Underground Storage Tank Evaluation + Investigation
- Groundwater Protection Plans
- Geologic & Groundwater Resource Evaluation
- Industrial Hygiene (IAQ, Asbestos, Lead Paint & Mold)
- Health + Safety
- Air Quality Services

Construction Services

- Project Management + Construction Management
- Project Feasibility
- Constructability Review
- Construction Administration + Inspection
- Construction Documentation Development
- Cost Estimating + Scheduling
- Bidding Assistance
- Project Close-Out

Technology

- Unmanned Aerial System Services (UAS)
- Geographic Information Systems (GIS) Automation
- Asset Inventory, Inspection + Management
- Mapping + Visualization
- Application Development
- 3D Visualizations
- Data Services (Digitize, Migration, Optimization)

Planning Services

T&M completely understand that the challenges facing county and municipal governments are becoming more-and-more complex. **T&M serves as the Appointed/Consulting Planner to more than 20 New Jersey municipalities; serves as Appointed Engineer to nearly 40 communities; and works in nearly every county in the state.**

Improving services to communities encompasses ensuring open space and recreational opportunities, protecting public health with dependable sanitation and waste management, assuring public safety during disasters, providing power reliability by building and hardening energy infrastructures. Governments must accomplish all this while navigating a challenging regulatory climate and managing budgets.

The result is innovative, out-of-the-box solutions that accommodate community needs, solve the business requirements of government and respect the environment. T&M is a technical services and consulting firm that truly understands the needs of municipal and county governments, and their agencies, and has a five decade-long track record to prove it.

Planning Capabilities

Over our history, T&M has taken pride in our ability to envision, plan and implement solutions for a broad range of projects that have helped shape, preserve and nurture a wide range of communities and natural environments. As a result, municipalities, counties, state agencies and authorities, and private companies have come to depend on T&M for our ability to find effective solutions that exceed expectations. T&M's skilled planners, landscape architects and engineers work together to revitalize local economies, design master plans, deliver new streetscapes, create more sustainable environments, develop geographic information systems (GIS), formulate comprehensive redevelopment plans, and adopt regulatory and financing strategies that enable successful execution.

T&M currently serves as an Appointed Consulting Planner to over 20 communities, an Appointed Engineer to 36 municipalities, and a consulting professional to over 50 additional communities. T&M's planning division has guided numerous municipalities through the often-complicated redevelopment, affordable housing, and plan endorsement process, as well as providing more conventional master plan and zoning services. The Planning Division has full-time professional and technical employees, including 6 licensed Professional Planners who are qualified members of the American Institute of Certified Planners. T&M's planning projects have been recognized with awards for innovation, excellence, and achievement, including a prestigious National Planning Award from the American Planning Association, a Smart Growth Award from NJ Future, and numerous Achievement in Planning Awards from the NJ Planning Officials.



Redevelopment Planning

T&M has extensive experience in the preparation of redevelopment studies and preliminary investigation reports to determine whether certain properties can be designated as an “Area in Need of Redevelopment”. Our analysis is comprehensive and thorough and involves reviewing the subject properties for consistency with statutory criteria for redevelopment pursuant to the Local Redevelopment Housing Law. Specifically, T&M is experienced conducting in depth site visits to assess property and building conditions, review of public records including tax assessment data, code enforcement records, crime data, historic and current aerial photography, among other relevant data. A report summarizing the findings and recommendations is prepared and presented at a public hearing with the Planning Board of the municipality. Designation of a redevelopment area is subject to Planning Board recommendation to the local Governing Body, and subsequent action by it.



T&M has prepared numerous redevelopment plans for both areas in need of redevelopment and areas in need of rehabilitation. These plans facilitate the revitalization of the area by providing enhanced design standards, permitted land uses, recommendations for circulation and other site improvements, potential incentives to redevelopers, and identification of opportunities for funding. Redevelopment plan preparation involves extensive stakeholder outreach, public meetings and visioning sessions.

T&M staff has prepared redevelopment studies and plans for a variety of communities throughout New Jersey, including the award-winning Port Belford Redevelopment Plan for Middletown Township, the City of Asbury Park Scattered Site Redevelopment Plan, and the Block 64 Redevelopment Plan for the Borough of Fanwood, as well as redevelopment studies and plans for the Boroughs of Keansburg, Keyport, Union Beach, Matawan, Milford, Rutherford and Point Pleasant; Townships of Aberdeen, Ocean (Ocean County), Neptune, Pennsauken, Gloucester, Alexandria, and Union; and Cities of Hackensack, Bayonne and Camden.

Stanley Slachetka, PP, AICP, T&M's Planning Group Manager is a recognized expert on redevelopment and the co-author of [*The Redevelopment Handbook: A Guide to Rebuilding New Jersey's Communities*](#), published by the New Jersey Department of Community Affairs and the New Jersey Chapter of the American Planning Association. Mr. Slachetka co-authored a second edition that includes an up-to-date discussion of recent case law and its effect on the redevelopment process, and the criteria for designating an area in need of redevelopment.

Circulation, Transit, Bicycle and Pedestrian Planning

T&M has produced many plans and projects related to circulation planning, including bicycle and pedestrian plans, traffic calming, multi-modal street design and complete streets, shared parking ordinances, and Transportation Improvement District plans and ordinances. We led the award-winning Jersey City Circulation Element and prepared a



Light Rail Transportation Assessment of the Lackawanna Redevelopment Area in Jersey City, as well as the Somerset County Circulation Element. Our staff prepared the Lakewood Transportation Improvement District Plan which developed an impact fee based on the number of trips generated by redevelopment projects as outlined in the Smart Growth Plan. T&M recently prepared a Feasibility Study of the Highlands Greenway in Passaic County, and multimodal rails-to-trails greenway through Wanaque and Ringwood.

Visioning

An effective public participation process, including working with key stakeholders, is critical to the success of a project. Visioning is an important technique T&M used in the development of plans for Cherry Hill Township, Hillsborough Township, Highlands Borough, Neptune Strategic Revitalization Plan, Milford Redevelopment Plan, City of Vineland Master Plan and the Transfer of Development Rights (TDR) project in Fanwood. In Highlands, through stakeholder participation and public visioning meetings, opportunities and constraints facing the community were identified early in the process. The creation of a new vision was based upon capitalizing on the community's strengths while seeking solutions to constraints or weaknesses. The Master Plan process sought community input through public visioning sessions, stakeholder meetings and a community questionnaire.



Transit Friendly Village Initiatives

T&M is assisting several municipalities to receive a Transit Village Designation from the New Jersey Department of Transportation. The Transit Village Initiative is a highly competitive program to redevelop and revitalize communities around transit facilities. T&M is also working with these communities to adopt ordinances with site design guidelines and details that encourage compact and walkable development. Some of these communities include the Borough of Carteret, City of Linden, Township of Union and the Borough of Highlands Planning Board.

Urban Design

Our firm's streetscapes, community design and downtown revitalization efforts have been successfully implemented in numerous communities throughout the state and recognized with awards from Downtown New Jersey. T&M has designed the Complete Streets Redesign of Washington Street in Hoboken, incorporating bike lanes and green



infrastructure into the City's well-known and highly regarded commercial street. The Union Beach Commercial Corridors Redevelopment Plan that T&M prepared incorporates design standards to bring about a pedestrian-friendly downtown environment, with buildings appropriately scaled consisting of ground floor retail with no setback from the street while incorporating architectural features and green infrastructure that create a more sustainable environment.

Historic Preservation

T&M has extensive experience working with older suburban communities to protect their historic character and have helped establish one of New Jersey's largest historic districts containing 1,000 architecturally important structures.

Comprehensive Land Planning

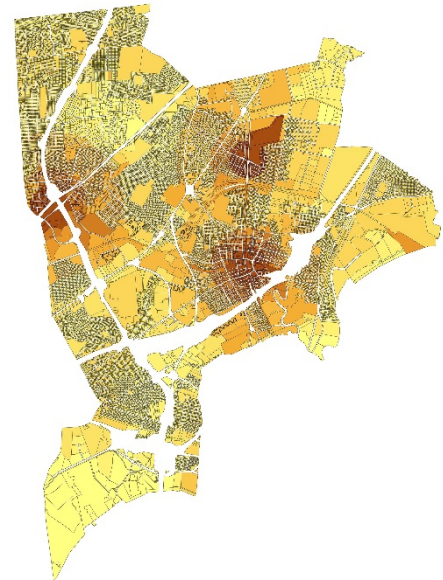
T&M has prepared numerous master plans, master plan reexaminations, and provided municipal planning consulting services to urban, suburban, and rural communities as well as county and state government. Planning requires comprehensive knowledge of land use, housing, community facilities, circulation, redevelopment, economic development, utilities, stormwater management, historic preservation, recreation, conservation and open space. Clients have included:

ABERDEEN TOWNSHIP	CITY OF HACKENSACK	BOROUGH OF MONMOUTH BEACH
ALEXANDRIA TOWNSHIP	BOROUGH OF HIGHLAND PARK	TOWNSHIP OF MONTCLAIR
CITY OF ASBURY PARK	BOROUGH OF HIGHLANDS	NJ OFFICE OF STATE PLANNING
BOROUGH OF ATLANTIC HIGHLANDS	TOWNSHIP OF HILLSBOROUGH	CITY OF NORTHFIELD
BELMAR BOROUGH	HUDSON COUNTY	OCEAN CITY
BOROUGH OF BOUND BROOK	BOROUGH OF ISLAND HEIGHTS	TOWNSHIP OF OCEAN (OCEAN)
BOROUGH OF BRADLEY BEACH	BOROUGH OF KEANSBURG	TOWNSHIP OF OLD BRIDGE
CITY OF BRIDGETON	BOROUGH OF KEYPORT	CITY OF ORANGE TOWNSHIP
BOROUGH OF CARTERET	LAKEWOOD TOWNSHIP	POINT PLEASANT BEACH BOROUGH
CASINO REINVESTMENT DEVELOPMENT AUTH.	CITY OF LINDEN	BOROUGH OF RED BANK
CLARK TOWNSHIP	TOWNSHIP OF MANALAPAN	BOROUGH OF RUMSON
COLTS NECK TOWNSHIP	TOWNSHIP OF MANCHESTER	BOROUGH OF SHREWSBURY
CRANFORD TOWNSHIP	TOWNSHIP OF MARLBORO PLANNING BOARD	UNION TOWNSHIP
TOWNSHIP OF TOMS RIVER	TOWNSHIP OF MARLBORO ZONING BOARD	CITY OF VINELAND
BOROUGH OF EATONTOWN	MIDDLESEX COUNTY	TOWNSHIP OF WASHINGTON
ESSEX COUNTY	TOWNSHIP OF MIDDLETOWN	TOWNSHIP OF WEST MILFORD ¹
BOROUGH OF FAIR HAVEN	BOROUGH OF MILFORD	TOWNSHIP OF WEST ORANGE
BOROUGH OF FANWOOD	TOWNSHIP OF MILLSTONE	TOWNSHIP OF WOODBRIDGE
FREEHOLD TOWNSHIP		

Index Point Mapping System (IPMS) + Planning Visualization Maps

This new planning tool developed by the planners at T&M provides a visual representation of areas of the community showing a high degree of sustainability and resiliency. Planning Visualization Maps and the related point system also have been used to identify sites and areas suitable for affordable housing development. They have been accepted by New Jersey Courts and included as part of several court-approved municipal housing plans and settlement agreements with affordable housing advocacy organizations. The IPMS has also been incorporated into local ordinances. Other applications of this innovative planning tool include their use in regional planning, risk assessment and resiliency planning.

T&M's Index Point Mapping is highly flexible and enables policymakers and members of to easily visualize and evaluate complex planning issues such as sustainability, resiliency and risk. Utilizing GIS data our team forms the development of various plans, including, but not limited to, housing plans, floodplain management plans, hazard mitigation plans, land use plans, and strategic recovery plans. It can also be embedded into various local ordinances (e.g., floodplain management and zoning ordinances), and facilitate the planning of capital investments at the local and regional levels.



Grant Management + Procurement

T&M's Grants Team eagerly searches for funding opportunities to help make their clients' projects a reality. Once grant opportunities are identified, T&M assists with the grant applications and administration of the approved grants through the project lifecycle.

T&M is experienced with a diversity of funding sources including NJDOT, NJDCA, NJEDA, NJDEP, NJEIT, FEMA, EPA, HUD, as well as Open Space, Green Communities, Sustainable Jersey, ARRA, NRCA and area foundations. Additionally, we have successfully secured funding from both entitlement funding sources, like the CDBG program and federal and state appropriations, to the more difficult to obtain competitive grant programs. The relationships and experience our team offer with these federal, state, county and foundation agencies and grant programs are a true asset for communities looking for assistance in funding their improvement projects. T&M's efforts have resulted in millions of dollars in funding for its clients.

Successful grant procurement through T&M has included funding related to downtown revitalization; bicycle and pedestrian facilities; recovery and resiliency; emergency services and equipment; energy efficiency measures; water and sewer infrastructure; stormwater management initiatives; flood hazard mitigation; annual roadway and sidewalk improvements; traffic safety and congestion mitigation; park, recreation and trail projects among others.

With a team of specialists who have extensive experience with US EPA Brownfield grants, T&M can also help you find funding for the cleanup and remediation of brownfield/grayfield sites. The Environmental team is experienced in brownfields assessment, cleanup planning, risk assessment and certification of cleanup through multiple state programs and through US EPA's Assessment, Remediation and Cleanup and Memorandum of Agreement (MOA) programs, as well as the NJDEP Hazardous Discharge Site Remediation Fund.

Key Contacts + Office Locations

Stanley Slachetka, PP, AICP will serve as the primary contact for the Borough of Roselle Park. He can be reached at our Middletown office at 732.671.6400 or via email at SSlachetka@tandmassociates.com.

Stan will be supported by **Jeffrey Cucinotta, PP, AICP**, the Project Manager along with a strong team of in-house planning staff with the tailored experience and expertise to meet your needs. The qualifications of the T&M Team can be found in Section 3 of this proposal.

T&M is headquartered in Middletown, NJ with additional NJ office locations in Mount Laurel, Bloomfield, Englewood, Toms River and West Long Branch. Nationally, the firm has 19 offices across eight states. T&M's NJ offices include:

11 Tindall Road ★
Middletown, NJ 07748
(p) 732.671.6400 (f) 732.671.7365

1455 Broad Street, Suite 250
Bloomfield, NJ 07003
(p) 973.614.0005 (f) 973.338.5867

9 East Street
Englewood, NJ 07631
(p) 201.569.7590 (f) 856.722.0175

1144 Hooper Avenue, Suite 202
Toms River, NJ 08753
(p) 732.473.3400 (f) 732.473.3408

200 Century Parkway, Suite B
Mount Laurel, NJ 08054
(p) 856.722.6700 (f) 856.722.0175

40 Monmouth Park Highway
West Long Branch, NJ 07764
(p) 732.676.4000 (f) 732.272.1890

Relevant Planning Experience

T&M brings vast experience in the public works environment and takes pride in its ability to develop practical planning solutions to municipal challenges. T&M's teams have a deep-rooted understanding of what it takes to produce innovative, out-of-the-box solutions to accommodate community needs, solve the business requirements of the government, ensure resident safety and protect the environment. The detailed descriptions which follow are intended to demonstrate our planning expertise involving community-based vision plans, redevelopment and land-use planning, transit village and community outreach efforts.

Client & Location

City of Linden, NJ

Services Provided

Planning

Project Completion

2010

Transit Village Plan & Designation

T&M prepared a Transit Village Plan for the areas that are adjacent to the Linden Transit Station in accordance with a New Jersey Department of Community Affairs Smart Future Grant. **The plan addressed requirements set forth in the New Jersey Department of Transportation (NJDOT) Transit Village Initiative Program. The Transit Village Initiative Program provides the City with both technical and financial assistance to achieve transit-oriented development objectives in Linden.** T&M prepared the Transit Village Plan which involved public outreach as well as project status reports.

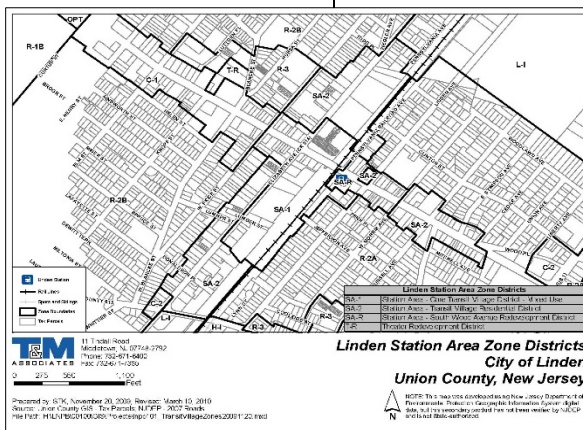
The Transit Village Plan was followed by additional planning services from T&M to update the zoning code in the transit district with site design guidelines and details that encourage compact and walkable development. Examples include:

- Structural articulation and façade treatment
- Building entrances to minimize walking distance to transit
- Highest density clustered near transit
- Surface parking behind buildings
- Pedestrian paths through surface parking to transit facilities
- Parking decks to include active uses on the ground floor street frontage

- Prohibiting curb cuts for individual units on public streets
- Prohibiting garages in front yards

T&M also completed the application to receive transit village designation from the NJDOT on behalf of the City of Linden. Linden was successfully designated New Jersey's 23rd Transit Village in December 2010.

Since the designation, Linden has been awarded over \$1 million in funding from NJDOT to revitalize its downtown and promote the use of public transportation through the Transit Village Streetscape Grant, Local Aid Transit Village Grant and Municipal Aid Program.



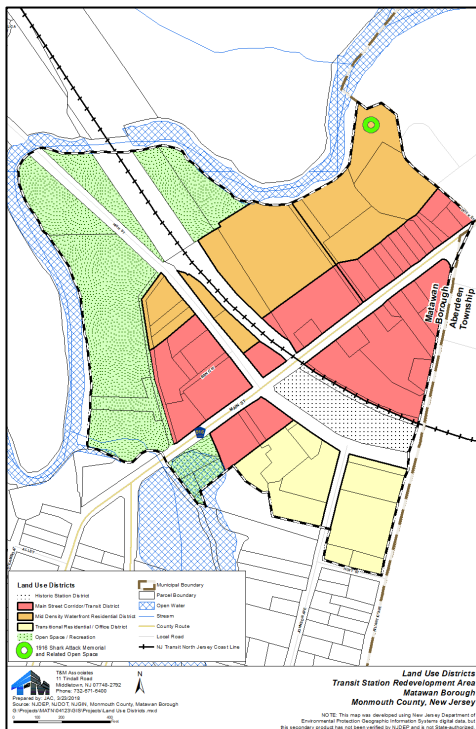
Client & Location
Matawan Borough, NJ

Services Provided
Municipal Planning

Project Duration
2015 –2018

Transit Station Redevelopment Plan Amendment

The designation of the land in the vicinity of the Matawan Transit Station as a Redevelopment Area initiated a process that has the potential to revitalize a large section of the Borough. While the Transit Station Redevelopment Area only extends to the area around the rail station, it serves as a critical northern gateway into Matawan's historic downtown, and along with the downtown, that is the focus of future economic growth and development in the Borough. Properly planned, the new development near the train station could catalyze the rehabilitation of Matawan's Main Street corridor. Present market demands for amenity-rich, high-density development with rail access makes this area a critical asset for the Borough.



The original Redevelopment Plan, adopted in 2001, established several basic districts that were separated by use. Beyond these districts and some basic guidelines for residential density and non-residential height requirements, the plan did not establish new zoning standards for the area. Instead, the plan allowed zoning to be established through subsequent consultation with prospective developers.

This Redevelopment Plan Amendment is a product of the process that began in 2014 and was affirmed in the adoption of the Borough's 2015 Master Plan. More specifically, the amendment sets standards for the preservation of areas of the Redevelopment Area with environmental constraints, while allowing higher density and mixed-use development within closer proximity to the train station (including moderate to high density residential units complemented by various retail, office, and civic uses that cater to residents and commuters). In addition, changes to the original 2001 Redevelopment Plan's phasing plan were incorporated which place priority on the development of New Jersey Transit's surface parking lot adjoining the train station.

Client & Location

Neptune Township Planning Board, Neptune, NJ

Services Provided

Planning

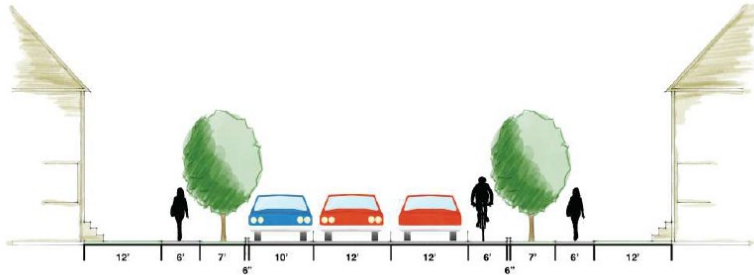
Project Duration

2004 - 2011

Neptune Transit Village Land Use Plan & Form-Based Code

Neptune Township is located in southeastern Monmouth County. The municipality encompasses over 8 square miles and the population is approximately 30,000. Many regional highways including Routes 18, 33, 35, 66 and 71, pass through Neptune Township. The Township contains a variety of development patterns and land uses such as historic Ocean Grove, a National Register Historic District, the urban Midtown area, waterfront along the Shark River, highway commercial tracts and many

suburban residential areas such as Shark River Hills. Land development is very active and issues in the Township include revitalization and strategic redevelopment of the Midtown, Bradley Park and Shark River waterfront areas, stormwater management/environmental protection and improving the aesthetic appearance of the commercial areas.



T&M assisted the Township in its efforts to revitalize the Midtown, Bradley Park and Shark River sections of the municipality. Prior planning efforts, consisting of two redevelopment investigations, met stiff resistance at the community level. Municipal officials requested T&M's planners to lend planning expertise to this issue, which held the key to the town's future. On an expedited basis, and after an extensive community outreach process, T&M's planning team prepared a new vision for the town entitled "[Gateways to Neptune, A Strategic Revitalization Plan](#)." The plan addressed revitalization, redevelopment, housing rehabilitation and quality of life issues in targeted areas and provided a comprehensive strategy for revitalization and established a vision and action plan to guide the town's current and future revitalization efforts.

The Strategic Revitalization Plan was adopted as an element of the Township Master Plan. T&M then prepared a Transit Village Land Use Plan for the Bradley Park area, adjacent to the Bradley Beach Transit Station, in accordance with a NJDCA Smart Future Grant. [The plan addressed requirements set forth in the NJDOT Transit Village Initiative Program.](#)

The Transit Village Land Use Plan effort by T&M included the development of a form-based zoning code for the Bradley Park Transit District to regulate development and achieve a specific physical form by addressing the relationship between building facades and the public realm, the form and mass of buildings in relation to one another and the scale and types of streets and blocks. Elements of the form-based code include:

- Building Placement Standards
- Public Space Standards
- Traffic Calming
- Building Form Standards
- Thoroughfare Assemblies
- Parking Standards ■ Signage Standards

Awards + Recognition



Neptune Township received an Achievement in Planning Award in April 2005 for the Strategic Revitalization Plan

Neptune Township was awarded a Planning Merit Award by the Monmouth County Planning Board for the Neptune Transit Village Land Use Plan and Form-Based Code in 2010.

Client

Township of Cherry Hill/
Camden County
Improvement Authority

Location

Cherry Hill, NJ

Services Provided

Planning, Visioning

Project Completion

2010

Golden Triangle Visioning Study

The Township of Cherry Hill, through a grant from the Delaware Valley Regional Planning Commission, retained **T&M** to provide professional planning services to develop a comprehensive and consensus-based vision plan for the area of Cherry Hill between Routes 38 and 70 commonly known as the Golden Triangle. T&M was tasked with formulating an action-oriented plan intended to serve as a blueprint for the future development and redevelopment of the Golden Triangle. Particular emphasis was placed on using the existing Cherry Hill Train Station as a focal point for new development.



The vision for the future of the Golden Triangle was crafted using an extensive public visioning process. This three part process involved initial stakeholder interviews with public officials, local business owners and neighborhood groups, and two visioning sessions designed to solicit input from the citizens of the Township. The public visioning sessions focused on identifying opportunities and constraints, examining existing land use patterns, and establishing future land use designations within the Golden Triangle.



The Golden Triangle Vision Plan builds on the strengths of the area and elements of the existing land use fabric that work well and form the foundation for the actions in the plan, including existing local neighborhoods, the NJ Transit Station, local hotels, newer developments and the new Garden State Park. Additionally, the plan establishes standards designed to better integrate new development into the existing community fabric; restore, improve, and create transit and pedestrian linkages within the area; and make this area truly beneficial for stakeholders, local businesses, residents, and the whole community.

Client

Somerset County/
PB America

Location

Somerset County, NJ

Services Provided

Planning, Traffic
Engineering

Completion Date

2011

Somerset County Circulation Element

T&M, as a subconsultant to PB America, was retained by Somerset County to prepare an action-oriented Circulation Element as an update the 2003 Somerset County Circulation Element. The overall goal of this updated Circulation Element was to create a plan for a multimodal transportation network that provides mobility for vehicular traffic, transit riders, goods movement, bicyclists, and pedestrians. The Circulation Element strengthened the link between land use and transportation, and integrated land use planning and policy. The Circulation Element also addressed environmental impacts. The Somerset County Circulation Element included an Implementation Matrix which details timeframes; lead implementation agencies, short-, medium-, and long-term recommendations; levels of impact; and costs.



The Circulation Element strengthened the link between land use and transportation, and integrated land use planning and policy. The Circulation Element also addressed environmental impacts. The Somerset County Circulation Element included an Implementation Matrix which details timeframes; lead implementation agencies, short-, medium-, and long-term recommendations; levels of impact; and costs.

“Making Connections: Somerset County Circulation Plan Update” was adopted by the Somerset County Planning Board in late 2011. The plan continues to guide Somerset County investments in all aspects of transportation, including road improvements, mass transit and freight movement.

The findings of *“Making Connections”* were supported by extensive public outreach, data analysis and innovative research, utilizing travel-demand modeling to conduct scenario-driven evaluations of policy alternatives. By analyzing this data and input, the county was able to inform a diverse group of stakeholders and gain consensus on policies and projects that were incorporated into the plan’s recommendations. The plan highlighted emerging concepts in circulation planning including electric vehicle charging stations, compressed natural gas fleets, Intelligent Transportation Systems (ITS), green infrastructure and the LEED-ND rating system.



In 2011, The New Jersey Chapter of the American Planning Association awarded the *“Making Connections: Somerset County Circulation Plan Update”* the *“Outstanding Plan Award”* of the year. In 2012, the Somerset County Planning Board received statewide recognition from the New Jersey Planning Officials for the Circulation Element and awarded them the *“Achievement in Planning Award.”*

Client & Location

City of Jersey City, NJ

Services Provided

Planning, Community
Outreach, Surveys, Website
Development &
Maintenance

Project Duration

2008 - 2009

Circulation Element of the Jersey City Master Plan

T&M prepared an action-oriented Circulation Element for the City of Jersey City which was adopted into their Master Plan. Through the establishment of goals, objectives, strategies, and actions, the Circulation Element plans for the multimodal transportation network

projected to the
year 2050. The

Circulation Element addresses the movement of people and goods, the link between land use and transportation, potential right-of-way needs, traffic calming, sidewalk maintenance, street amenities, and establishes a functional classification system for Jersey City streets.

The functional classification system establishes typical roadway sections that serve the needs of all of its users, which include buses, bikes, pedestrians, and vehicles. The Circulation Element establishes indicators to review the attainment of the City's goals, objectives, and strategies. The Circulation Element's plans for transportation network that is pedestrian-friendly, traffic-calmed, congestion-mitigated, and provides frequent and reliable mass

transit service between home, workplace, school, recreation and shopping for regional commuters as well as Jersey City residents. The Circulation Element addresses the efficient transport and delivery of goods to and from industrial areas and commercial establishments. The Circulation Element was established through input from the public and in conjunction with a Technical Advisory Committee consisting of various agency, municipal and county officials.

Public outreach included Public Meetings, Workshops, Stakeholder meetings, surveys and a website.



This project received an Outstanding Plan Award from the New Jersey Chapter of the American Planning Association in 2009.

Client & Location

Borough of Fanwood, NJ

Redevelopment Planning
Services**Project Duration**

2009 – 2012

Block 64 Redevelopment Plan

T&M was contracted by the Borough of Fanwood to provide a plan to redevelop its underutilized and outdated transit-centered downtown and bring the heart of its community back to life. T&M established a one-block section of the downtown as an “area in need of redevelopment.”

The redevelopment plan was prepared in accordance with the requirements of the Local Redevelopment and Housing Law (LRHL) and sought to extend the characteristics of the historic Victorian railroad station to the rest of the commercial downtown. The plan included design guidelines and new zoning that encouraged residential, retail, commercial, and open public spaces all within the same downtown block.

T&M prepared a Redevelopment District Map and Concept Plan that illustrated the distribution of land uses, parking layout, pedestrian circulation, and other key design concepts and elements. The concept plan visually represented the intent of the Borough with respect to the future redevelopment of Block 64 and its connection to the surrounding area.

T&M was a co-recipient of a 2014 New Jersey Future Smart Growth Award for our work on this Redevelopment Plan.



Client & Location

Lakewood Township, NJ

Services ProvidedSmart Growth Planning,
State Plan Endorsement**Project Completion**

2013

Lakewood Township Smart Growth Plan

Lakewood Township is a large, diverse, and growing municipality in northern Ocean County experiencing substantial population growth and corresponding demands for housing and infrastructure. The Township

has valuable natural resources, with two-thirds of the Township located in the CAFRA region.

There are several large adult communities and includes two major centers of higher learning, including Beth Medrash Govoha, the largest rabbinical university in the US and Georgian Court University.



Figure 3.1: Smart Growth Plan



The Smart Growth Plan is a unique planning document prepared at an important milestone in Lakewood's development providing for future growth and development while preserving significant amounts of open space and natural resources. This vision plan for Lakewood was prepared as the primary planning document for the Township's Plan Endorsement petition to the NJ State Planning Commission.

The Smart Growth Plan is a comprehensive planning document that proposes an overall vision plan and center-based land use plan that promotes smart growth and sustainability. The plan balances development with an environmental preservation strategy that protects and preserves valuable open space and natural resources. The primary mechanism for open space and natural resource preservation is a non-contiguous clustering approach which allows clustering development in the growth areas and promotes preservation through the private market.

The plan is the result of a comprehensive community outreach effort by the Township, which included four major community visioning workshops as well as public hearings with the Planning Board and a community forum with the Township Committee prior to adoption. In addition, Township officials worked closely with the NJDEP and NJ Office of Planning Advocacy (OPA) to achieve consensus prior to formalizing the plan document.



The Lakewood Smart Growth Plan received a 2010 Achievement in Planning Award from the New Jersey Planning Officials.

Client & Location

Township of Middletown, NJ

Services Provided

Redevelopment Planning

Project Duration

2015-2017

Port Belford Redevelopment Study + Redevelopment Plan

Township officials sought to address areas where redevelopment can have a substantial and positive impact on the community and residents, as a result, the oldest operating fishing port on the East Coast was the subject of a revitalization study and conceptual redevelopment plan provided by T&M's planning team.

The Belford Sea and Ferry Terminal area, more commonly referred to as the Port of Belford, was studied to see if it met the criteria as an area in need of redevelopment. In preparing the study, the team explored options, met with people in the community, various property owners and fishermen, and developed a vision for the future.

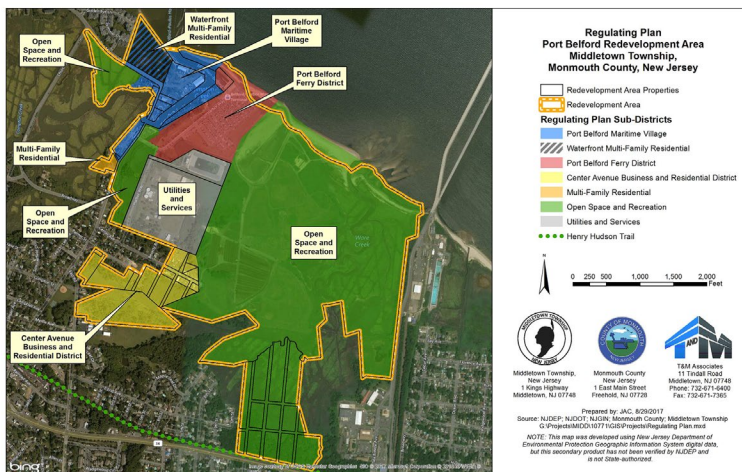
While the area has a rich maritime history connected to the commercial fishing industry, many of the third- and fourth-generation fishermen have been struggling in recent years to compete with the larger port areas in New York and Cape May. The preservation of the fishing industry was at utmost importance to the Township.

T&M staff performed detailed site visits and field investigations to identify existing conditions and uses within the study area. After all the data was collected and

analyzed, T&M prepared a preliminary investigation report of the findings. The analysis showed which portions of the study area met current statutory criteria as set forth in N.J.S.A 40A:12A-5. The report contained a detailed land use planning analysis of the study area.

The redevelopment study report included a description of the physical conditions within the study area, including existing land uses, building and environmental conditions, site layout, and circulation. The report also included a review of the zoning and master plan designations for the area; an analysis describing whether the study area met the statutory criteria.

A Redevelopment Plan governing future development and redevelopment of the area was prepared. The **Port Belford Redevelopment Plan** sets forth a strategy to enhance, revitalize, and promote this important area of the Township's Raritan Bayshore and Route 36 Corridor as an attractive destination, while encouraging redevelopment that preserves and protects the rich maritime heritage, history, and natural environment that are unique to the Port Belford neighborhood. **Development of the plan involved an extensive public and stakeholder outreach/visioning process to identify community priorities, preferred design types, and strategies to encourage a more storm-resilient and economically viable neighborhood.** The final plan employs a well-rounded land use and resiliency planning approach to achieve community/plan goals.



The Port Belford Redevelopment Plan won an Achievement in Planning Award from the New Jersey Planning Officials in 2017.

Client

Bergen County

Location

Edgewater & Fort Lee, NJ

Services Provided

Planning

Completion Date

2010

Bergen County Walkway Plan

T&M was retained by the County of Bergen in 2009 to prepare a Design and Implementation Plan for the Hudson River Waterfront Walkway through two Bergen County municipalities, Edgewater and Fort Lee. The project limits were from the Hudson County boundary at Edgewater in the south, to Palisades Interstate Park in Fort Lee to the north.

The goal of the project was to establish this area as a linear urban park to attract residents and visitors to the Hudson River in Bergen County, and its continuation into the County of Hudson.

The design created a linear waterfront walkway whose cross-section includes bike lanes for active recreation and a barrier-free passive recreational walkway with benches, lighting, fishing areas and various pedestrian amenities.

Project plans were submitted to the New Jersey State Planning Commission and Office of Smart Growth. The County received grant funding and set aside \$250,000 for this project. Therefore, the designs and plans were required to meet all requirements specified in the Work Plan of the Grant Agreement between Bergen County and New Jersey Office of Smart Growth.

Development of the plan included an extensive community visioning and outreach effort. The plan was adopted in June 2010.



Client & Location

Township of Ocean, Ocean County, NJ

Services Provided

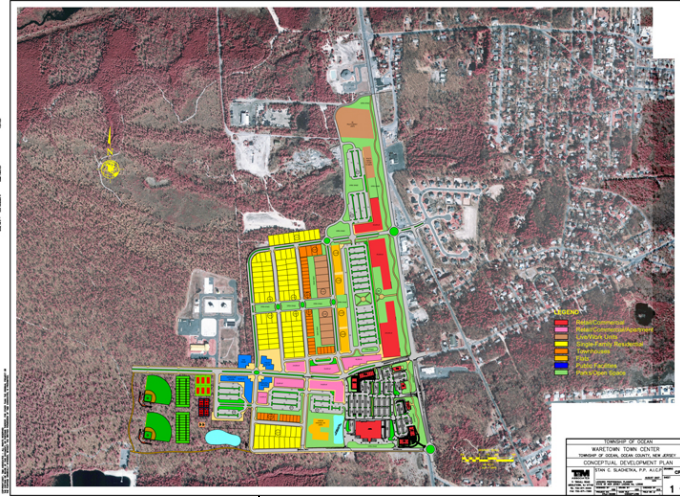
State Plan Endorsement, Redevelopment Planning

Project Completion

2005

Waretown Town Center & Plan Endorsement Petition

T&M was instrumental in ensuring that the Township of Ocean in Ocean County received a plan endorsement from the New Jersey State Planning Commission on December 7, 2005. The Township is the second municipality in New Jersey to receive such a designation. In accordance with the State Planning Commission Plan Endorsement Guidelines, the Township's plan endorsement petition analyzed population and employment growth, affordable housing and redevelopment objectives, infrastructure capacity, and environmental characteristics. T&M prepared and compiled the necessary supporting planning documentation and utilized Geographic Information System (GIS) mapping techniques. T&M successfully negotiated the Township's Planning and Implementation Agreement (PIA) and proposed changes to the State Plan Policy Map for the Waretown Town Center boundary. In a competitive bid for a Shore to Grow, Shore to Preserve grant, the Township was selected as one of the coastal communities to receive a grant award for \$100,000.



T&M prepared the grant application for the Township and, in accordance with the grant, prepared a non-contiguous clustering ordinance

for the Township. T&M also prepared a new redevelopment plan and form-based code for the Waretown Town Center, which is guiding the future development of the CAFRA approved coastal town center. The adopted Waretown Town Center Redevelopment Plan is designed to ensure that the goals of the Township's plan endorsement are achieved and that redevelopment projects are consistent with the planning objectives that the community has established for the center. T&M has served as the planner for the Township and reviewed proposed redevelopment projects for the Waretown Town Center to ensure that the projects are consistent with the community's vision. As the plan endorsement process is an ongoing planning effort for the Township, T&M continues to ensure that PIA objectives are achieved in a timely manner.



This project was awarded the New Jersey Planning Officials 2006 Achievement in Planning Award.

Client

Passaic County

Location

Borough of Ringwood and
Wanaque, NJ

Contact

Michael La Place, AICP, PP
Passaic County Planning
Director
973.569.4037

Services Provided

Planning

Completion Date

2017

Highlands Rail Trail Feasibility Study

T&M prepared the Highlands Rail Trail Feasibility Study for Passaic County. The Highlands Rail Trail is a planned 7.15 multipurpose trail through the Boroughs of Ringwood and Wanaque in northern Passaic County, offering potential spur connections to the Morris Canal Greenway and into New York.

The purpose of this feasibility study was to evaluate the creation of the Highlands Rail Trail, a bicycle- and pedestrian-friendly pathway, following portions of the historic New York and Greenwood Lake Railway, which was previously identified as a priority bicycle and pedestrian corridor in the County's planning elements.



Following a collaborative process involving stakeholders from both municipalities, Passaic County, property owners and other groups, the plan identified an alignment to guide future development of the trail that recommended the utilization of interpretive elements of the historic railroad and the scenic beauty along the corridor to create a regional draw for tourism and a source of local pride for Passaic County.



Clients & Locations

Borough of Carteret, NJ
City of Linden, NJ
Township of Union, NJ
Borough of Highlands
Planning Board

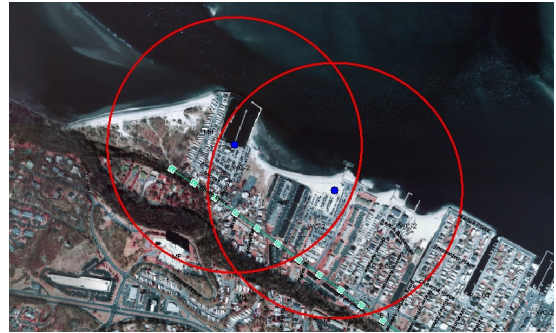
Services Provided

Planning

Transit Friendly Village Initiative

T&M is assisting the Borough of Carteret, City of Linden, Township of Union and the Borough of Highlands in receiving a **Transit Village Designation from the New Jersey Department of Transportation**.

The Transit Village Initiative is a highly competitive program to redevelop and revitalize communities around transit facilities. One goal of the transit village initiative is to make communities a more appealing choice for people to live, work and play, thereby reducing reliance on the automobile.



Some benefits to becoming a designated transit village are:

- State of New Jersey commitment to the municipality's vision for redevelopment
- Coordination among the state agencies that make up the Transit Village task force
- Priority funding from state agencies
- Technical assistance from state agencies
- **Eligibility for grants from NJDOT's Transit Village funding**

T&M is also working with each community to adopt ordinances with site design guidelines and details that encourage compact and walkable development. Examples include:

- Structural articulation and façade treatment
- Building entrances to minimize walking distance to transit
- Highest density must be clustered near transit
- Surface parking behind buildings
- Pedestrian paths through surface parking to a transit facilities
- Parking decks to include active uses on the first floor street frontage
- Prohibiting curb cuts for individual units on public streets
- Prohibiting garages in front yards

Client & Location

Borough of Union Beach

Services Provided

Municipal Planning

Project Duration

July 2014 - Aug 2015

Brook Avenue Redevelopment Plan

Union Beach, a borough of Monmouth County, is a coastal community located on the Raritan Bay shore. The area proposed for redevelopment includes 30 parcels of varying size and 2 vacated street right of ways on the north side of Brook Avenue. The area measures just under 10 acres in size and is bounded by the Flat Creek to the west, Raritan Bay to the north, wetlands to the east and Brook Avenue to the south.

Following the storm, the Borough declared the entire municipality an area in need of rehabilitation. The plan proposes the development of a new residential community phased around the construction of a flood-protection berm that has been proposed by the US Army Corps of Engineers.

The purpose of the Brook Avenue Redevelopment Plan is to return an area that had been devastated by Hurricane Sandy to viable use. Sandy dramatically altered the character of the neighborhood, transforming a compact residential community on the Raritan Bay to an empty landscape. While some properties have been rebuilt, many

are still characterized by empty driveways and staircases leading to nowhere. The area north of Brook Avenue has remained uninhabited.

The central focus promotes land use and development that will help Union Beach become more resilient in order to withstand future storm events. These recommendations are echoed by the recently completed 2014 Strategic Recovery Planning Report, 2015 Master Plan, and complement similar redevelopment projects for the municipal Department of Public Works property and the Route 36 Commercial Corridor.

The redevelopment plan encourages the development of a livable neighborhood that

contains a mix of townhouse and multifamily residential dwelling units. The intent is to provide for moderate density housing that meets strict design standards and promotes a desirable visual environment based upon a complementary architectural theme. The site will include townhouse and multifamily dwelling units, community facilities and common property, as well as passive recreation that connect the development to the broader community.



PRINCIPAL CLIENTS + REFERENCES | PLANNING ASSIGNMENTS

Municipality	Position(s)	Contact	Phone
Aberdeen Township, NJ	Township Planner Planning Board Planner Zoning Board Planner Special Projects Engineer	Holly Reycraft, Township Manager Fred Tagliarini, Mayor	732.583.4200
Berkeley Township, NJ	Consulting Engineer Conflict Engineer Planning Board Alternate Planner Zoning Board Engineer & Planner Township Planner Open Space Planner	Carmen Amato, Mayor	732.244.7400
East Norriton, PA	Planning Consultant Township Planner Traffic Engineer Energy Consultant	Robert Hart, Township Manager	610.275.2800
Eatontown, NJ	Planning Board Engineer Planning Board Planner Zoning Board Engineer Zoning Board Planner	Julie Martin, Borough Clerk Erik Brachman, Planning + Zoning Administrator	732.389.7600
Fanwood, NJ	Planning Board Engineer Redevelopment Agency Planner Affordable Housing Planner	Colleen Mahr, Mayor	908.322.8236
Gloucester Township, NJ	Redevelopment Planner	Kenneth Lechner, Director of Community Development	856.347.3511
Highlands, NJ	Planning Board Engineer Borough Planner Grant Writer	Kim Gonzales, Borough Administrator	732.872.1224
Howell, NJ	Consulting Engineer Zoning Board Engineer Utility Engineer Township Planner	Dr. Theresa Berger, Mayor	732.938.4500
Keansburg, NJ	Planning Board Engineer Borough Planner	Raymond O'Hare, Borough Manager	732.787.0215
Keyport, NJ	Certified Flood Plain Manager Unified Planning Board Engineer Unified Planning Board Planner	Harry Aumack, Mayor	732.739.3900
Lakewood, NJ	Township Planner	Meir Lichtenstein, Committeeman	732.364.2500
Little Egg Harbor, NJ	Twp Engineer for Capital Projects Township Planner Township Grant Writer Planning Board Engineer Zoning Board Conflict Engineer	Matthew Spadaccini, Administrator	609.296.7241
Matawan, NJ	Borough Planner	Joseph Altomonte, Mayor	732.566.3898

Municipality	Position(s)	Contact	Phone
Middletown, NJ	Consulting Engineer Planning Board Engineer Consulting Planner	Kevin Settembrino, Mayor	732.615.2000
Monmouth Beach, NJ	Borough Planner Planning/Zoning Board Engineer Zoning Official	Judith Wilson, Borough Administrator	732.229.2204
Ocean Township, NJ (Ocean County)	Zoning Board Engineer & Planner Planning Board Planner Township Planner	John Petrosilli, ZB Chairman William Sneddon, PB Chairman Diane Ambrosio, Clerk	609.693.3302 609.693.6865 609.693.3302
Pine Beach, NJ	Land Use Board Engineer Borough Planner	Charlene Carney, Municipal Clerk	732.349.6425
Plumsted, NJ	Special Projects Engineer Land Use Board Engineer Land Use Board Planner Township Planner	Ronald Dancer, Administrator	609.758.2241
Point Pleasant Beach, NJ	Parking Authority Engineer Planning Board Engineer Zoning Board Engineer Borough Planner	William Ammirata, Planning Board Chairman Paul Struncius, BOA Chairman	732.892.1118
Rumson, NJ	Consulting Engineer Planning Board Engineer Zoning Board Engineer Borough Planner	Thomas Rogers, Administrator/ Clerk	732.842.3300
Rutherford, NJ	Planning Board Engineer Planning Board Planner Borough Planner	Joseph DeSalvo, Jr., Mayor	201.460.3022
South Plainfield, NJ	Borough Planner Planning Board Planner Zoning Board Planner Conflict Planning Board Engineer Conflict Zoning Board Engineer	Glenn Cullen, Administrator	908.226.7602
Union Beach, NJ	Borough Planner Planning Board Engineer Planning Board Planner	Paul Smith, Mayor	732.264.2277
Upper Freehold, NJ	Planning Board Engineer Zoning Board Engineer Planning Board Planner	Steven Alexander, Mayor Josette Kratz, Land Use Administrator	609.758.7738
Washington, NJ (Bergen County)	Township Planner	Mary Anne Groh, Business Administrator	201.664.4404
Woodbridge, NJ	Affordable Housing Planner Consulting Engineer Environmental Consultant	John McCormac, Mayor	732.634.4500

INDUSTRY AWARDS + RANKINGS | Throughout our history, T&M and our professionals have received recognition by many national, state, county and local agency organizations, and have won countless awards for design and planning projects. This important recognition generates excitement amongst our clients and associates; and demonstrates to our peers that we relentlessly strive for excellence. The following list offers a sampling of recent, key industry awards and recognition.



Engineering News Record

- National 2018 List of Top 500 Design Firms, 2018 (Ranked #240)
- New York Region's List of Top Design Firms, 2018 (Ranked #33)
- New York's 2018 Top Young Professionals, T&M's Sarah Steib, PE
- Mid-Atlantic Region's List of Top Design Firms, 2018 (Ranked #92)
- Midwest Regional's 2018 List of Top Design Firms, 2018 (Ranked #106)



NJBIZ

- Top Engineering Firms, 2017 (Ranked #6)
- Top Environmental Firms, 2018 (Ranked #6)
- Top 25 Construction Management Firms, 2018 (Ranked #6)
- Reader Rankings Survey 2018, Ranked #3 Best Environmental Firm
- Business of the Year Awards, 2017, Finalist in Corporate Citizen of the Year Category
- Best 50 Women in Business Honoree for 2018, T&M's Christine Ballard, PE
- 20 Under 40 Recipient in 2018, T&M's M. Elaine Dasti, PE



Project Management Institute, NJ Chapter

- Project Manager of the Year Recognition Award, 2018 T&M's Michael Thomas, PE, LEED AP ND, PMP
- Project of the Year Award Honorable Mention, 2018 T&M's Fort Monmouth Myer Center Abatement, Demolition and Site Improvement Design project



Philadelphia Business Journal

- Top Engineering Firms, 2018 (Ranked #8)
- Pennrose's Wynne Senior Residences named one of the Best Real Estate Deals of 2017. T&M provided site/civil design services.

55th Annual NJ Concrete Awards, Merit Award Winner (Parks), T&M's Veteran's Memorial Park Improvements, Aberdeen

South Jersey Biz

- Best of Biz 2018 Reader's Picks, Environmental Engineering Services
- 20 Under 40 Recipient in 2018, T&M's M. Elaine Dasti, PE



Tri-County Economic Development Summit Outstanding Achievement in Economic Development Award 2017, Realignment of Camden's South Broadway Project Team



NEW JERSEY

USGBC New Jersey, Holtec International Technology awarded LEED Project of the Year Campus category 2018, T&M was a sub to Holtec

Habitat for Humanity, Monmouth County Chapter, Women Build Leadership Award, 2018, T&M's Kimberly Stulb

55th Annual NJ Concrete Awards, Merit Award Winner (Parks), T&M's Veteran's Memorial Park Improvements, Aberdeen

Lehigh Valley Business

- Top Engineering Firms, 2018 (Ranked #8)
- Largest Engineering Firms, 2018 (Ranked #18)

NJ Alliance for Action Distinguished Engineering Award, 2017

- Holtec International Technology Campus, Camden
- Veterans' Memorial Park, Neptune

American Council of Engineering Companies of NJ, Engineering Excellence Distinguished Award 2017

- Lake Surprise Dam Rehabilitation Project, Union
- Garden State Parkway Interchange 0 Project, Cape May

NJ Planning Officials Achievement in Planning Award, 2017

- Township of Woodbridge Point System Ordinance and Planning Visualization Maps
- Township of Middletown Port Belford Redevelopment Plan

CMAA's Mid-Atlantic Chapter Project of the Year Award in the Infrastructure Projects over \$20 million category, 2017, Restoration of Philadelphia Parking Authority's 8th & Filbert Parking Garage

Civil + Structural Engineer Magazine, 2017 Rising Star in Structural Engineering Award, T&M's Sarah Steib, PE

American Concrete Institute NJ Chapter Merit Award 2017, (Dams) Lake Surprise Dam Rehabilitation, Union County

NJ Society of Professional Engineers Professional Development Award, 2017

American Society of Highway Engineers North/Central & Southern NJ Sections Project of the Year Award, 2017

- Honorable Mention for Garden State Parkway Interchange 0 Project
- Honorable Mention for Realignment of South Broadway in Camden Project

Commerce and Industry Association of NJ Champion of Good Works Award, 2017, Volunteerism for T&M's 50 Ways of Giving campaign

Zweig Group Hot Firms List 2016, 100 Fastest Growing A/E/CM Firms in the U.S. and Canada (Ranked #73)



When you hire T&M, you gain access to our uniquely qualified team of experts. Our people are absolutely our greatest asset. For some engineering firms, that phrase has become an empty cliché, but not for T&M. It's why we hire and partner with the best, those who are forward-thinking, client-oriented and respected experts in their field.

We are confident you will notice the difference too.

Clients routinely share with their peers and with our senior management how a given T&M associate isn't just an exceptional Engineer, Planner, Project Manager, Designer or technology expert, but also their advocate.



T&M proposes the following team to support the Transit Village Community Visioning Planning services initiatives. Resumes for each key team members follows.

Stanley Slachetka, PP, AICP, will serve as the **Principal in Charge** and **Vision Consultant** for this assignment. He is T&M's Group Manager for the Planning Division where he specializes in local and regional land use planning issues, redevelopment and affordable housing. As a licensed professional planner in New Jersey, he has more than 30-year of experience and provides professional planning consulting services to a variety of public- and private- sector clients. Stan has a Master of City and Regional Planning from Rutgers' Graduate School-New Brunswick (now the Edward J. Bloustein School of Planning and Public Policy) and was a Graduate Fellow of the Eagleton Institute of Politics. He also holds a Bachelor of Arts degree in Political Science from Rutgers' University College-New Brunswick. He is a certificate holder from the National Charrette Institute and has designed and conducted successful community visioning meetings in a variety of settings.

Jeffrey Cucinotta, PP, AICP, will serve as the **Project Manager** for this assignment. He has 7 years of experience in planning encompassing various planning disciplines including redevelopment planning (redevelopment studies and preliminary investigation reports, as well as redevelopment plan and conceptual plan preparation), affordable housing plan preparation, storm recovery and resiliency planning, development regulations and ordinance preparation, Geographic Information Systems analysis and map preparation, and urban design.

Robert Dare, PP, AICP, MCIP, has 15 years of planning experience for variety of projects, including, but not limited to open space and recreation plans; farmland preservation plans; vulnerability assessments; strategic recovery planning reports; land use codes and design standards; master plans; smart growth plans; housing plans and studies; redevelopment plans and studies; and traditional neighborhood development plans. He holds a Professional Planner's license from the New Jersey State Board of Professional Planners and is a member of the American Institute of Certified Planners and the Canadian Institute of Planners. He has taught land use and environmental planning courses at McGill University, where he is currently completing a doctorate in Urban Planning, Policy and Design.

Martin Truscott, PP, AICP, LEED-GA, has been providing planning and redevelopment services to various counties and municipalities in New Jersey for 40 years. He is a New Jersey Licensed Professional Planner and has a Masters of City and Regional Planning. His experience has included preparing master plans, open space plans, zoning ordinances, land use studies, and other planning studies.

Team members listed in the staff matrix below are available to support the key team members named above as needed.

NAME/ROLE	YEARS OF EXPERIENCE	AREAS OF EXPERTISE
Gregory Rishel, RLA Principal Landscape Architect	19	Landscape Architecture; Parks and Recreation Design; Subdivision + Real Estate Land Development
Bruce Klein, PE, PTOE Group Manager, Traffic/Transportation	22	Traffic/Transportation Engineering; Traffic Studies; Traffic Safety in Construction Work Zones; HCM Software + Various Modeling Software
Michael Finnegan, PLS, PP Principal Surveyor	34	Land Surveying; Boundary Resolution; Utility Surveying; Map Filing Law; Right-of-Way Acquisition Mapping
Victor Acosta GIS + CADD Manager	21	GIS; CADD; Graphic Design; Computer Modeling; Web Application
Gerald Paige Grants Manager	18	Grant Procurement + Administration; Grant Writing, Research, Development + Compliance; Financial Analysis + Budgeting; Operational + Financial Reporting; New Program/Service Development



Education

Rutgers University, MS City & Regional Planning, 1983
Eagleton Institute of Politics, Graduate Fellow, 1981-1982

Rutgers University, BA Political Science, 1981

Professional Registrations/ Affiliations

Licensed Professional Planner in New Jersey

American Institute of Certified Planners

American Planning Association

New Jersey Planning Officials

Charrette System Certified by the National Charrette Institute

Years in the Industry

34

Areas of Expertise

Land Use Planning, Redevelopment, Affordable Housing, Policy Development, School Enrollment Projections, Community Visioning, Resiliency & Recovery Planning, Form-Based Codes

Summary of Qualifications

Mr. Slachetka's background includes extensive experience in both the public and private sector. His areas of expertise include redevelopment, affordable housing and fiscal impact analysis. He has authored published reports and articles on these topics and a variety of other planning and development issues. He is co-author of The Local Redevelopment Handbook: A Guide to Rebuilding New Jersey's Communities, published jointly by the New Jersey Department of Community Affairs and New Jersey Chapter of the American Planning Association. A second edition of the Handbook, with updates on the law and recent court cases, was published in 2012. Mr. Slachetka is a former Chief of Housing Services and Principal Planner for the New Jersey Council on Affordable Housing (COAH) and has extensive experience in the preparation of housing elements and fair share plans.

Professional Experience

- Professional planning consultant to New Jersey municipalities
- Preparation of master plans, redevelopment plans and studies, community resiliency and recovery plans, housing plans, local zoning ordinances and development regulations
- Expert testimony before planning and zoning boards
- Recognized expert in redevelopment and affordable housing issues
- Superior Court testimony on affordable housing and planning issues
- Preparation of school enrollment projections for local school districts
- Preparation of policy reports and analyses
- Drafting of legislation
- Testimony before Committees of the New Jersey State Legislature

Key Projects

Morgan Village Redevelopment Study, City of Camden, NJ. Prepared a Redevelopment Study and Preliminary Investigation Report for the Morgan Boulevard neighborhood in the City of Camden in order to determine if properties meet the statutory criteria for redevelopment. The process involved extensive outreach to public officials and research of site conditions, along with a site visit to guide findings.

Traffic & Corridor Studies, Various Municipalities in NJ. Participated in the preparation and QA/QC review of corridor studies and plans with the intention of: identifying key places for target development and redevelopment opportunities; providing land use recommendations; and providing circulation, street design, building, and site design standards recommendations. Municipalities include: Gloucester Township (Blackwood Clementon Road; Black Horse Pike Corridor), Keansburg Borough (Route 36 to Bayshore), and Union Beach Borough (Route 36 Corridor).

Circulation Plan Element, Jersey City, NJ. Lead Planner prepared an action-oriented Circulation Element, which was adopted into the City's Master Plan. The Circulation Element established goals, objectives, strategies, and actions, plans for the multimodal transportation network projected to the year 2050. It also addressed the movement of people and goods, and the link between land use and transportation,



potential right-of-way needs, traffic calming, sidewalk maintenance, street amenities, to establish a functional classification system for Jersey City streets. The plans included a transportation network that is pedestrian-friendly, traffic-calmed, congestion-mitigated, and provides frequent and reliable mass transit service for business patrons, regional commuters and residents. Development of the plan involved extensive coordination with various community groups and city agencies. In 2009 the NJ Chapter of American Planning Association selected this project for the award of their “Outstanding Plan Award”, which recognizes a plan of unusually high merit.

Housing Element & Fair Share Plan (HEFSP) & Council on Affordable Housing (COAH) Support, Various Municipalities in NJ.

Developed innovative compliance mechanisms and response to COAH mandated affordable housing obligations and prepared Housing Element and Fair Share Plans, settlement agreements, spending plans, affordable housing ordinance updates, point-based system mapping to identify appropriate affordable housing locations, redevelopment plan revisions and other supporting documentation/reports. Municipalities include the Townships of Aberdeen, Ocean (Waretown), Washington and Woodbridge; and the Boroughs of Fanwood, Pine Beach, Rumson, and South Plainfield.

Port Belford, Redevelopment Investigation, Designation Study & Redevelopment Plan, Township of Middletown, NJ. Lead Planner for the redevelopment investigation of the 400-acre Port Belford. The report contained a detailed land use planning analysis of the study area; a description of the physical conditions within the study area, including existing land uses, building and environmental conditions, site layout, and circulation; review of the zoning and master plan designations for the area; and analysis describing whether the study area met the statutory criteria to be designated an area in need of redevelopment. Prepared a Redevelopment Plan to facilitate the revitalization of the Port Belford neighborhood, which involved extensive stakeholder outreach, including public meetings and a visioning session. The adopted Redevelopment Plan included design standards, permitted land uses, recommendations for circulation improvements, and identification of opportunities for revitalization. The Redevelopment Plan was awarded a 2017 Achievement in Planning Award from the New Jersey Planning Officials.

Golden Triangle Visioning Study, Cherry Hill, NJ. Provided services related to the development of an action-oriented plan to serve as a blueprint for the future development and redevelopment of the Golden Triangle, with an emphasis on using the existing Cherry Hill Train Station as a focal point for new development. The plan used an extensive public visioning process, which involved initial stakeholder interviews with public officials, local business owners and neighborhood groups, and two visioning sessions designed to solicit input from the citizens of the Township. The public visioning sessions focused on identifying opportunities and constraints, examining existing land use patterns, and establishing future land use designations within the Golden Triangle. The final plan established standards designed to better integrate new development into the existing community fabric; restore, improve, and create transit and pedestrian linkages within the area; and make this area truly beneficial for stakeholders, local businesses, residents, and the whole community.

Smart Growth Plan, Township of Lakewood, NJ. Developed a Smart Growth Plan for this growing municipality that provides for future growth and development while preserving significant amounts of open space and the Township's natural resources. The Lakewood Smart Growth Plan is a comprehensive planning document that proposes an overall vision plan and center-based land use plan that promotes smart growth and sustainability. The Plan also balances development with an environmental preservation strategy that protects and preserves valuable open space and natural resources. The primary mechanism for open space and natural resource preservation is a non-contiguous clustering approach which allows clustering development in the growth areas and promotes preservation through the private market. The adopted plan received a 2010 Achievement in Planning Award from the New Jersey Planning Officials.

Matawan Train Station Redevelopment Plan and Master Plan, Matawan, NJ. Project Manager for the preparation of the 2015 Master Plan and Train Station Redevelopment Plan designed to capitalize on the Borough's assets, including its historic downtown and two lakes and emphasizes multi-modal circulation linkages to the Henry Hudson Trail and the Aberdeen-Matawan NJ Transit rail station. The Train Station Redevelopment Plan provides for transit oriented mixed-use development centered on the train station. Follow-up implementation strategies include coordination with New Jersey Transit on their Safe Routes to Transit program and the NJ Chapter of the American Planning Association's Community Planning Assistance Program to further strengthen and improve the pedestrian, bicycle and auto connections between the downtown and the transit station.



Education

Virginia Tech, MA, Urban & Regional Planning, 2013

Rowan University, BA, Geography, 2011

Professional Registrations/Affiliations

Licensed Professional Planner in New Jersey

American Institute of Certified Planners (AICP)

American Planning Association

Years in the Industry

7

Areas of Expertise

Land Use Planning,
Redevelopment Planning,
Urban Design,
Affordable Housing (COAH),
GIS Mapping,
Demographic Analysis

Foreign Language

Fluent in Spanish

Presentations

New Jersey's Post-Sandy
Planning Assistance Grant
Program: Lessons Learned
& Next Steps in Long-Term
Resiliency Planning, New
Jersey Planning Conference,
New Jersey Chapter of the
American Planning
Association, January 2016

Visualizing Sustainability:
Planning Visualization Maps
In Affordable Housing and
Resiliency Planning, New
Jersey Planning Conference,
New Jersey Chapter of the
American Planning
Association, January 2017

Summary of Qualifications

Mr. Cucinotta has 7 years of experience in planning and plays an important role in providing planning services to T&M's municipal clients. His work encompasses experience in various planning disciplines including redevelopment planning (redemption studies and preliminary investigation reports, as well as redevelopment plan and conceptual plan preparation), affordable housing plan preparation, storm recovery and resiliency planning, development regulations and ordinance preparation, Geographic Information Systems analysis and map preparation, and urban design.

Prior to joining T&M, Mr. Cucinotta's experience involved preparation of a methodology to calculate municipal affordable housing unit obligations, as well as researching statewide affordable housing opportunities and municipal trust fund allocations for New Jersey municipalities. In addition, previous responsibilities included creating and managing databases, GIS data, and maps of land use, housing programs, and census data relating to all New Jersey municipalities.

Mr. Cucinotta is proficient in ArcGIS and Google/Trimble SketchUp software.

Key Projects

Morgan Village Redevelopment Study, City of Camden, NJ. Project Manager for the preparation of a Redevelopment Study and Preliminary Investigation Report for the Morgan Boulevard neighborhood in the City of Camden in order to determine if properties meet the statutory criteria for redevelopment. The process involved extensive outreach to public officials and research of site conditions, along with a site visit to guide findings.

Redevelopment Plans & Studies, Various Municipalities in NJ. Planning assistance for the preparation of redevelopment plans as well as redevelopment studies and preliminary investigation reports for Aberdeen Township, City of Bayonne, City of Camden, City of Englewood, Gloucester Township, Keansburg Borough, Keyport Borough, Matawan Borough, Middletown Township, Pennsauken Township, Rutherford Borough, and Union Beach Borough.

Traffic & Corridor Studies, Various Municipalities in NJ. Staff Planner for the preparation of corridor studies and plans with the intention of: identifying key places for target development and redevelopment opportunities; providing land use recommendations; and providing circulation, street design, building, and site design standards recommendations. Municipalities include: Gloucester Township (Blackwood Clementon Road; Black Horse Pike Corridor), Keansburg Borough (Route 36 to Bayshore), and Union Beach Borough (Route 36 Corridor).

Master Plans & Master Plan Reexamination Reports, Various Municipalities in NJ. Planning assistance for the preparation of Master Plans and Master Plan Reexamination Reports for Aberdeen Township, Rumson Borough, Keansburg Borough, Matawan Township, National Park Borough, Ocean Township (Waretown), and Point Pleasant Beach Borough.

Zoning Ordinance & Development Regulations Preparation & Updates, Various Municipalities in NJ. Planning assistance for the preparation and revisions of development regulations for Lakewood Township, Little Egg Harbor Township, Ocean Township (Waretown) the Borough of South Plainfield, and Woodbridge Township.



Port Belford Redevelopment Designation Study and Redevelopment Plan, Middletown Township, NJ. Project Manager for the redevelopment investigation of the 400-acre Port Belford. The report contained a detailed land use planning analysis of the study area; a description of the physical conditions within the study area, including existing land uses, building and environmental conditions, site layout, and circulation; review of the zoning and master plan designations for the area; and analysis describing whether the study area met the statutory criteria to be designated an area in need of redevelopment. Prepared a Redevelopment Plan to facilitate the revitalization of the Port Belford neighborhood, which involved extensive stakeholder outreach, including public meetings and a visioning session. The adopted Redevelopment Plan included design standards, permitted land uses, recommendations for circulation improvements, and identification of opportunities for revitalization. The Redevelopment Plan was awarded a 2017 Achievement in Planning Award from the New Jersey Planning Officials.

Transit Station Redevelopment Plan Amendment, Matawan Borough, NJ. Staff Planner for a redevelopment plan amendment that set standards for the preservation of portions of the Redevelopment Area with environmental constraints, while allowing higher density and mixed-use development within closer proximity to the train station.

Pennsauken Redevelopment Study, Township of Pennsauken, NJ. Staff Planner for the preparation of a redevelopment study and preliminary investigation report that determined that the study area, a 6.9-acre tract located in the western portion of the Township owned by the United States Armory, met the statutory criteria of an area in need of redevelopment.

Housing Element & Fair Share Plan (HEFSP) & Council on Affordable Housing (COAH) Support, Various Municipalities in NJ. Planning assistance for the development of innovative compliance mechanisms and response to COAH mandated affordable housing obligations and prepared Housing Element and Fair Share Plans, settlement agreements, spending plans, affordable housing ordinance updates, point-based system mapping to identify appropriate affordable housing locations, redevelopment plan revisions and other supporting documentation/reports. Municipalities include the Townships of Aberdeen, Ocean (Waretown), Washington and Woodbridge; and the Boroughs of Fanwood, Pine Beach, Rumson, and South Plainfield.

Geographic Information Systems (GIS) Support, Various Municipalities in NJ. Planning and technical assistance for the creation of ArcGIS Online account to manage municipal planning, emergency management and public works efforts. Municipalities include the Boroughs of Rumson, Keansburg, Keyport, Monmouth Beach, Oceanport, Point Pleasant Beach, Point Pleasant Borough, and Ocean Township (Waretown).

Strategic Recovery Planning Reports, Various Municipalities in NJ. Planning assistance for the preparation of Strategic Recovery Planning Reports (SRPR), which identified impacts from Hurricane Sandy, municipal recovery efforts underway, and recommended actions to increase resiliency and improve response and recovery. The SRPRs served as prerequisites for additional grant funding for planning-related resiliency and recovery projects in the Townships of Aberdeen, Berkeley, Lacey, Little Egg Harbor, and Ocean (Waretown); the Boroughs of Deal, Highlands, Monmouth Beach, Point Pleasant, Point Pleasant Beach, Rumson, Sea Bright, Union Beach, Keansburg; and Union County.

Municipal Public Access Plans (MPAP), Various Municipalities in NJ. Prepare plans that involve an inventory of existing waterfront public access, a needs assessment of new or improved public access opportunities, and the implementation strategy to meet such needs. Plan preparation involved coordination with local stakeholders to identify public access needs and opportunities, and also with NJDEP staff to ensure MPAP documents met state requirements. Municipalities include: City of Asbury Park, Keansburg Borough, and Monmouth Beach Borough.

Point System Ordinance and Planning Visualization Maps, Woodbridge Township, NJ. Woodbridge Township was the first court-approved housing plan that used a point system ordinance and Planning Visualization Maps to address its affordable housing obligation. Planning Visualization Maps are a new planning tool developed by the T&M Planning Division, which is based on the point value system of LEED Neighborhood Design (LEED-ND) developed by the US Green Building Council. Planning Visualization Maps and the related point system provide a visual representation of areas of the community showing a high degree of sustainability and resiliency. Specific applications of the new tool include its use in affordable housing planning to identify preferred sites for affordable housing development as the foundation for ordinances addressing a municipality's affordable housing obligation. Preparation of the point system ordinance and Planning Visualization Maps was awarded a 2017 Achievement in Planning Award from the NJ Planning Officials.



Education

McGill University, PhD in Urban Planning, Policy and Design (Focus on Climate Change Adaption), 2018 (Anticipated)

Stuttgart University of Applied Sciences, Advanced Studies in Urban Planning and Design, 2009-2010

Rutgers University, Master of City and Regional Planning (MCRP), 2004

Rutgers University, BA in Geography (Focus on GIS and Cartography), 2002

Professional Registrations/Affiliations

Licensed Professional Planner in New Jersey

American Institute of Certified Planners

American Planning Association

Canadian Institute of Planners

Years in the Industry

15

Areas of Expertise

Sustainability and Resiliency, Vulnerability Analysis, GIS, Affordable Housing, Master Planning, Redevelopment Planning, Land Use Planning, Open Space and Recreation Planning, Farmland Preservation, Transportation Planning, Urban Design, Traffic Impact Analysis, Demographic Analysis, Economic Analysis, Fiscal Impact Analysis

Summary of Qualifications

Mr. Dare is a planner and geographer. He holds a Professional Planner's license from the New Jersey State Board of Professional Planners and is a member of the American Institute of Certified Planners and the Canadian Institute of Planners. He applies his strong analytical skills and broad expertise in planning and GIS to a variety of projects, including, but not limited to open space and recreation plans; farmland preservation plans; vulnerability assessments; strategic recovery planning reports; land use codes and design standards; master plans; smart growth plans; housing plans and studies; redevelopment plans and studies; and traditional neighborhood development plans. He has also been involved in the development of customized GIS systems to promote recovery and risk mitigation for numerous municipal clients.

In addition to his employment at T&M, Mr. Dare has taught land use and environmental planning courses at McGill University, where he is currently completing a doctorate in Urban Planning, Policy and Design. He has also published on a variety of topics related to urban planning practice and presented at conferences in the United States and abroad.

Key Projects

Corridor Study. Provided planning assistance in the preparation of a corridor study for the Route 36 Corridor in Union Beach. The study examined existing conditions and developed strategies for the future use and development of the area.

Redevelopment Plans and Studies. Prepared various redevelopment designation studies and plans for Neptune Township, Ocean Township, Milford Borough, Lumberton Township, Gloucester Township, Borough of National Park, City of Camden and City of Vineland.

Master Plan Circulation Element. Served on a multi-disciplinary team to develop comprehensive circulation elements for Jersey City and Somerset County. Also prepared circulation master plan elements for Sea Bright Borough and Lakewood Township. Plans focused on motorized transportation, as well as non-motorized transportation and appurtenant facilities (e.g., multipurpose trails, bikeways, greenways, etc.).

Public Visioning Sessions/Charrettes. Aided in the facilitation of public visioning sessions/charrettes in the Townships of Lakewood, Manalapan and Neptune.

Land Use Vision Plan. Served as staff planner in the preparation of a land use vision plan for the reuse of a large tract for the Camden County Improvement Authority.

Traffic Impact Studies: Prepared various studies to assess the traffic generation and impacts of proposed development on local roadways. Key projects included:

- **Ferry Terminal,** Carteret Borough.
- **Anaerobic Digestion Biogas Facility,** City of Gloucester.
- **Interstate Waste Services Site.** Jersey City
- **Nursing Home,** Monroe Township.
- **Transfer Station/Material Recovery Facility,** Eastampton Township.



Development Regulations. Prepared new or revised development regulations (incl., regulations to implement green design techniques and promote resiliency, as well as to implement non-contiguous clustering techniques) for Aberdeen Township, Manalapan Township, Eatontown Borough, Fanwood Borough, Neptune Township, Lakewood Township, Berkeley Township, Ocean Township (Ocean County), Point Pleasant Beach Borough, Woodbridge Township and Red Bank Borough.

Reuse Plan. Prepared reuse plans for former industrial (brownfield) sites in Union Beach and for the Camden County Improvement Authority.

Joint Base Regional Transportation Mobility Study. Served as project planner for the development of a regional transportation mobility study for Joint Base McGuire-Dix-Lakehurst. Work performed for the United States Department of Defense and administered by Ocean and Burlington counties.

Analysis of Motor Vehicle Crash Hotspots. Prepared a GIS and statistical analysis of motor vehicle crash hotspots along bridge approaches for the Delaware River Joint Toll Bridge Commission.

Affordable Housing (COAH) Plans and Studies. Provided planning assistance in all aspects of housing element and fair share plan creation, as well as the preparation of associated background studies and the development of negotiated settlement agreements, in Manalapan Township, Red Bank Borough, Eatontown Borough, Woodbridge Township, Rumson Borough, Lakewood Township, Alexandria Township, Ocean Township, City of Hackensack, Shrewsbury Borough, Fair Haven Borough, City of Linden, Neptune Township, Union Township, Washington Township (Bergen County), Aberdeen Township, Berkeley Township, Ocean Township, Little Egg Harbor Township, South Plainfield Borough, Aberdeen Township, and Fanwood Borough.

Fiscal Impact Analyses. Prepared fiscal impact analyses for hypothetical and proposed development in Manalapan Township and by various private entities. Reviewed fiscal impact analyses submitted as part of subdivision and site plan applications in various municipalities.

Smart Growth Plan. Provided planning assistance in the preparation of a smart growth plan for Lakewood Township. Also prepared various associated studies and maps.

Comprehensive Master Plans. Provided planning assistance for the preparation of comprehensive municipal master plan documents, including associated mapping and background studies, for various municipalities, including Sea Bright Borough, Lakewood Township, City of Vineland and Eatontown Borough.

Regulatory Research. Performed regulatory research on planning-related topics, including: various land use topics related to legal and regulatory requirements of land use design and administration; affordable housing development; affordable housing trust fund management; enabling legislation for stormwater management in various states; and, implementation of green and blue infrastructure techniques. Research performed for the Federal Emergency Management Agency and multiple municipal clients.

Household and Employment Projections. Developed household and employment projections to aid various planning and engineering efforts in a variety of municipalities, including Manalapan Township, Red Bank Borough, Eatontown Borough, Woodbridge Township, City of Linden, Neptune Township, Fanwood Borough, Cranford Township, Lakewood Township and Union Township.

Demographic Analysis. Prepared various demographic analyses for use in support of a variety of planning initiatives and litigation. Results were often used to provide expert testimony before the courts and various boards. Key clients include Lakewood Township and Berkeley Township.

Affordable Housing and Inclusionary Zoning Ordinances. Prepared affordable housing and inclusionary zoning ordinances for several municipal clients, including: Woodbridge Township; Washington Township (Bergen County); Ocean Township (Ocean County); Berkeley Township; Pine Beach Borough; Manalapan Township; Eatontown Borough; South Plainfield Borough; and, Aberdeen Township. Ordinances were prepared in accordance with the terms of negotiated settlement agreements and accepted by the courts.



Education

Rutgers University Graduate School, Masters of City & Regional Planning

Rutgers College, BA Political Science/Urban Planning

Redevelopment Planning Law, Redevelopment Training Institute, New Jersey Redevelopment Authority, 2016

Professional Registrations/Affiliations

Licensed Professional Planner in New Jersey

American Institute of Certified Planners

American Planning Association

LEED Green Associate (LEED-GA)

Years in the Industry

40

Areas of Expertise

Land Use Planning, Redevelopment, Master Plans, Zoning Ordinances, Affordable Housing

Summary of Qualifications

Mr. Truscott has a Masters of City and Regional Planning and is a New Jersey Licensed Professional Planner. His emphasis is master and land use planning and zoning ordinances. Mr. Truscott has 40 years of experience in both the public and private sector preparing master plans, open space plans, zoning ordinances, land use studies and other planning studies. As an appointed Planner, he attends Board and governing body meetings as required and is available for court testimony. His professional experience includes:

- Preparation of master plans, reexamination reports, housing plans, redevelopment plans, zoning ordinances and development regulations
- Expert testimony before planning and zoning boards
- Review of development applications and consulting services for planning and zoning boards of various municipalities
- Planning and land use studies
- Demographic and population projection reports

Key Projects

Master Plan, Township of Lakewood, NJ. Project Manager for the preparation of a comprehensive update of the Township Master Plan for a Growth Community. A recreation and open space plan is an element of the adopted plan. Completed in October 2017.

Master Plan, Borough of Sea Bright, NJ. Project Manager for the preparation of a comprehensive update to the Borough's master plan with a focus on resiliency and hazard mitigation which was adopted May 2017. A recreation and open space plan is an element of the adopted plan.

Open Space and Farmland Preservation Plans. Project Manager for Open Space and Farmland Preservation Plans for Plumsted and Upper Freehold Townships.

Green Acres Diversion. Prepared an application to NJ Green Acres per recreation and open space regulations for Lakewood Township (2009) and Tinton Falls (2016).

Essex County and Passaic County Parks, Recreation and Open Space Master Plans. Principal Planner for the development of park-specific recommendations.

Lakewood Township, NJ. Providing planning services for Master Plan Reexamination Report; Green Acres Diversion; Plan Endorsement; Smart Growth Plan; Planning Board Consultant 2005 – 2008; Zoning ordinance amendments 2005-present; and Water Supply Management Plan in 2018.

Aberdeen Township, NJ. Serving as the Township Planner, Planning Board Planner, and Zoning Board of Adjustment Planner since 2015. In addition to planning reviews, an Area in Need of Rehabilitation Study was prepared and approved by the Council. An affordable housing plan was completed and certified by Superior Court in June 2018.

Borough of Highlands, NJ. Comprehensive Zoning Amendments, Land Use Plan amendments, Reexamination Report, Intra-Borough Bicycle Plan, Zoning Board Consultant.



Planning Consultant, Eatontown, NJ. Serving as Planning Consultant to the Planning Board since 2016 and appointed as the Zoning Board Planner in 2017. Providing review of development applications and rezoning proposals, and preparation of Master Plan Reexamination Report in 2017-2018

Rutherford Borough, NJ. Serving as the Planning Board Planner since 2017 providing planning reviews and redevelopment studies of areas in need of potential redevelopment.

Planning Consultant, East Norriton Township, PA. Retained to prepare and update to the Township Comprehensive Plan.

Affordable Housing Consultant. Provide Affordable Housing services to Little Egg Harbor Township (2015-2017) and Aberdeen Township (2015-2018).

Strategic Recovery Planning Reports. Providing planning services for the preparation of SRPRs for Monmouth Beach Borough, Point Pleasant Beach Borough, Little Egg Harbor and Lacey Township, 2014.

Various Municipalities, NJ. Land Use Plan amendments; review of development applications for planning and zoning boards; and the preparation of master plan reexamination reports for numerous municipalities.

Master Plan Reexamination Reports (Post-Sandy), Focusing on Resiliency. Project Manager for a reexamination of various municipalities' Master Plans, which was a project identified in the municipalities SRPRs, and periodically required by the municipal land use law. Included Aberdeen Township (2015); Little Egg Harbor Township (2015); Ocean Township (Waretown) (2015); Point Pleasant Beach Borough (2015); Rumson Borough (2015); and Union Beach Borough (2015).

Little Egg Harbor Township, Eagleswood Township, Wall Township and Point Pleasant Borough, NJ. Comprehensive Master Plans.

Mantua Township, NJ. Land Use Board Consultant, 2013 – 2014

Rutherford Borough, NJ. Zoning Board Consultant, 2011 – 2013

Fanwood Borough, NJ. Planning Board Consultant, 2009 – 2013

Bound Brook Borough, NJ. Planning Board Consultant, 2010 – 2013, 2018

South Plainfield Borough, NJ.

- Planning and Zoning Board planning reviews.
- Master Plan Reexamination Report, 2014.
- Preparation of an amendment to the Borough's zoning ordinances to update the requirements for automotive gasoline and service stations to include conditional use standards for mini-marts and convenience stores in combination with automotive service stations, 2013.
- Provided planning and mapping services to the Borough Council relative to modifications to the Middlesex County Wastewater Management Plan, 2013 – 2014.

Neptune Township, NJ.

- Planning Consultant, 2004 – 2011
- Strategic revitalization plan
- Redevelopment Plans: Whitesville School site, West Lake Avenue, Ridge Avenue School site, North Channel Shark River, North End Ocean Grove, Route 35 and West Bangs Avenue.
- Housing plans 2005 and 2009.
- Municipal Self-Assessment Report (for Plan Endorsement)
- Transit Village Study – Land Use Plan with form-based code for Bradley Beach Transit District

Rumson Borough, NJ. Master Plan Reexamination Report, 2012.

Keansburg Borough, NJ. Master Plan Reexamination Report, 2012.

Scope of Services

Purpose and Project Understanding

T&M will prepare a TOD/Transit Village Vision Plan for the Borough of Roselle Park that clearly describes the community's shared vision for the TOD/Transit Village District for the train station area and presents a series of customized goals, strategies and actions to fulfill it. The intent is to develop a fully actionable plan that has a community-supported and sustainable vision for the future development and redevelopment the train station area. To achieve this objective, T&M will undertake a comprehensive public outreach and visioning process that will both educate and engage stakeholders in the development of the Vision Plan. The outcome will be a consensus-driven Vision Plan that balances the community's vision with the realities of the real-estate market place and land use development constraints in the area.

The final TOD/Transit Village Vision plan will be designed to be adopted as a special element of the Roselle Park Master Plan. The plan also will be designed in a manner that will support a subsequent application for transit village designation from the New Jersey Department of Transportation.

The project scope of work will be undertaken in the following manner:

TASK A | PLANNING COORDINATION

T&M will coordinate the project direction and organization. This effort will commence with a **kick-off meeting** with the Borough Economic Development Director, Transit Village Coordination Committee, and key Borough officials. At the kick-off meeting, T&M will provide attendees with: a specific project timetable with key dates and deliverables; and, a preliminary Communication and Engagement Plan, which will be revised according to input received during the kick-off meeting and subsequently refined and redistributed within the context of Task B. Key project members of T&M's staff who are assisting with the project will also be introduced.

Throughout the course of the project, **monthly project status reports** will also be provided to the Borough Economic Development Director, Transit Village Coordination Committee, and key Borough officials. Follow-up teleconferences to discuss project status may then be scheduled at the request of the Borough Economic Development Director.

Bi-monthly coordination meetings will also be scheduled with the Borough Economic Development Director, Transit Village Coordination Committee, and key Borough officials. The purpose of these meetings is to provide a forum for dialog and collaboration between T&M, the Borough Economic Development Director, the Transit Village Coordination Committee, and key Borough officials. At the final bi-monthly coordination meeting, T&M will present a draft TOD/Transit Village Vision Plan for review and comment.

In addition to the above, and at the mid-point of the project, T&M will make a presentation at a regular meeting of the Borough Council in order to provide the members and other Borough officials a **mid-point project status update report**.

Team Members Involved in Task | Stan Slachetka and Jeff Cucinotta

Expected Borough Involvement | Participation in kick-off and bi-monthly coordination meetings, as well as provision of meeting space

TASK B | COMMUNITY ENGAGEMENT

As part of the preparation of the TOD/Transit Village Vision Plan, T&M will conduct and facilitate a **public community visioning workshop** to discuss potential TOD/transit village development strategies. The public workshop will be used to form the foundation of the concepts and approaches for the development of the TOD/Transit Village District.

Accordingly, the public workshop will be structured to explore the following questions:

1. What are the strengths and weaknesses of the project area?
2. What type of place should the project area become?
3. How can development in the project area support and be supported by transit?
4. To what scale or intensity should development be allowed?
5. How can pedestrian and bicycle connections to and from transit be promoted?
6. What are key traffic circulation and parking issues facing the project area and how can future development serve to alleviate them?
7. What should the appearance of key transportation corridors be like?

At the workshop, T&M will present the local planning context, key planning issues, and opportunities and constraints affecting the project area. This will include a review of existing conditions, transit availability, infrastructure, circulation and pedestrian access issues, parking availability, building form and relationships, and the relationship of the project area to its surroundings.

As a follow-up to the public workshop, T&M will conduct a **follow-up community visioning meeting** to present the findings of the public workshop and a conceptual TOD/Transit Village District vision and development plan for further feedback from the public.

The results from the public workshop and follow-up community meeting will serve as the foundation of the final TOD/Transit Village Vision Plan.

T&M will work with the Borough to design and implement a **Communication Plan** that will disseminate information about the project. In addition to the meetings, public outreach, and visioning sessions outlined above, the proposed Communication Plan may include some combination of the following possible additional strategies and tools:

- Interactive Vision Plan website;
- Opinion surveys;
- Mailings;
- Webcast of meetings and visioning sessions described in the scope of work above; or
- Social media.

T&M will consult with the Borough to understand the communication tools and strategies that have been most successful in the past in designing an appropriate Communication Plan. It is our understanding that the Borough will be responsible for the cost of any mailings, compiling of survey results, and hosting a project web site. In addition, any presentations to constituent groups or meetings and webinars not included in the scope of work presented above will require an amendment to the scope of work and cost proposal.

Team Members Involved in Task | Stan Slachetka, Martin Truscott and Jeff Cucinotta

Expected Borough Involvement | Attendance of the Borough Economic Development Director and Transit Village Coordination Committee at the public workshop and follow-up meeting, as well as provision of meeting space for and advertisement of the public workshop and follow-up community meeting.

TASK C | PREPARATION OF TOD/TRANSIT VILLAGE VISION PLAN

T&M will prepare a **TOD/Transit Village Vision Plan** for Roselle Park Train Station and surrounding areas, which will be adopted as a **special element of the Roselle Park Master Plan** and facilitate subsequent application for transit village designation from the New Jersey Department of Transportation. The TOD/Transit Village Vision Plan will:

1. Clearly define the recommended boundaries of the TOD/Transit Village District;
2. Provide a detailed overview of existing conditions in the TOD/Transit Village District;
3. Communicate a shared vision for the TOD/Transit Village District;
4. Present a series of customized goals and strategies, which consider Roselle Park's unique political and social characteristics, in order to stimulate development in the TOD/Transit Village District;
5. Outline a series of detailed and clearly defined actions to achieve the shared vision for the TOD/Transit Village District, including the development of site-specific development and redevelopment initiatives;
6. Provide adoptable standards for the establishment of a zoning overlay to regulate permitted uses, bulk and design standards, and parking requirements within the TOD/Transit Village District;
7. Identify and prioritize worthy public investment initiatives around Roselle Park Train Station
8. Establish a set of measurable benchmarks for monitoring the Borough's success in achieving the vision for the TOD/Transit Village District; and,
9. Outline a process for identifying issues that may signify a need to reevaluate and update the TOD/Transit Village Vision Plan in order to improve plan implementation.

In addition to the above, and more broadly, the TOD/Transit Village Vision Plan will:

1. Serve as a tool to inform current and future stakeholders about the shared vision for the TOD/Transit Village District, and the goals and strategies for achieving same;
2. Communicate to developers the type, scale, and general design and location of desired development within the TOD/Transit Village District;
3. Establish a basis for land use and zoning policy, as well as the development of site-specific redevelopment initiatives, within the TOD/Transit Village District; and,
4. Link the TOD/Transit Village Vision Plan with current and upcoming planning efforts.

Prior to presenting the draft TOD/Transit Village Vision Plan in a public forum, T&M, at the **final bi-monthly project coordination meeting** that is described within the context of Task A, will present the draft plan to the Borough Economic Development Director, Transit Village Coordination Committee, and key Borough officials. T&M will then revise the plan, as may be necessary, based on input received.

T&M will attend two public meeting of the Planning Board and two public meeting of the Borough Council to present preliminary and final drafts of the TOD/Transit Village Vision Plan. T&M will prepare the necessary exhibits and presentation for the purposes of presenting the plan before the Planning Board and Borough Council.

Team Members Involved in Task | Stan Slachetka, Martin Truscott, Robert Dare and Jeff Cucinotta

Expected Borough Involvement | Attendance of the Borough Economic Development Director and Transit Village Coordination Committee at the internal review meeting and provision of comments on the draft TOD/Transit Village Vision Plan to T&M. In addition, the Borough will be responsible for the provision of meeting space for, and advertisement of, public meetings.

Meetings

We anticipate that this project will include a total of **11 meetings**, as follows:

1. **One kick-off meeting** with the Borough Economic Development Director, Transit Village Coordination Committee, and key Borough officials;
2. **Three bi-monthly coordination meetings** with the Borough Economic Development Director, Transit Village Coordination Committee, and key Borough officials (n.b., the draft TOD/Transit Village Vision Plan will be presented for review and comment at the final bi-monthly coordination meeting);
3. One **public community visioning workshop** to discuss potential TOD/transit village development strategies;
4. One **follow-up community visioning meeting** to present the findings of the public workshop and a conceptual TOD/Transit Village District vision and development plan for further feedback from the public;
5. One **status update report** provided at a regular meeting of the Borough Council;
6. **Two public meetings with the Borough Council** to present the preliminary and final drafts of the TOD/Transit Village Vision Plan; and,
7. **Two public meetings with the Planning Board** to present the preliminary and final drafts of the TOD/Transit Village Vision Plan (n.b., because the TOD/Transit Village Vision Plan is to be part of the municipal master plan, the Planning Board will be responsible for its adoption).

Please note that the meetings listed above have been fully described within the context of tasks A, B and C.

Team Members Involved in Task | Stan Slachetka, Martin Truscott and Jeff Cucinotta

Expected Borough Involvement | Borough officials will arrange for suitable meeting locations and advertise meetings as necessary.

Key Project Deliverables

T&M will deliver the following work products by the end of the sixth month after authorization:

- An electronic copy of the draft TOD/Transit Village Vision Plan for internal review;
- 10 printed, color copies of the final TOD/Transit Village Vision Plan for adoption;
- An electronic copy of the final TOD/Transit Village Vision Plan for adoption.

TIMELINE

Based on the RFP and experience on related projects, we believe this project can be effectively completed within a six-month timeframe, as noted below. We have the team in place, available staff and resources to meet project needs and deliverables. Our team is prepared to start immediately upon notice-to-proceed and recommends reviewing the project schedule jointly at the kick off meeting.

Please note that this schedule assumes a contract award in December 2018.

Key Milestone	Date (Approximate)
Contract Award	<i>December 2018</i>
Kick-Off Meeting	December 2018
<i>Monthly Project Status Report</i>	<i>January 1, 2019</i>
<i>Monthly Project Status Report</i>	<i>February 1, 2019</i>
Bi-Monthly Coordination Meeting	February 2019
Public Visioning Workshop	<i>February 2019</i>
<i>Monthly Project Status Report</i>	<i>March 1, 2019</i>
Follow-Up to the Public Visioning Workshop (meeting)	<i>March 2019</i>
Status Report to Borough Council	<i>March 2019 Meeting*</i>
<i>Monthly Project Status Report</i>	<i>April 1, 2019</i>
Bi-Monthly Coordination Meeting (<i>Presentation of Draft Plan</i>)	April 2019
Monthly Project Status Report	<i>May 1, 2019</i>
Presentation of Preliminary Draft to Borough Council	<i>May 2019 Meeting*</i>
Presentation of Preliminary Draft to Planning Board	<i>May 2019 Meeting*</i>
Bi-Monthly Coordination Meeting	May 2019
<i>Monthly Project Status Report (Notice of Completion)</i>	<i>June 1, 2019</i>
Delivery of Final TOD/Transit Village Vision Plan	<i>June 2019</i>
Presentation of Final Draft to Borough Council	<i>June 2019 Meeting*</i>
Presentation of Final Draft to Planning Board	<i>June 2019 Meeting*</i>

* Meeting to be scheduled by Borough

Compensation

T&M proposes the following costs associated with planning services for the Transit Village Community Visioning initiative. Our holistic approach and services that will be undertaken to successfully deliver this important project for the Borough are described in detail within Section 4. Services performed during each phase will be billed against the not-to-exceed amount shown in the table.

On-Call Planning Services beyond the scope of services described within our technical approach will be billed on an hourly rate for time spent. If additional resources are needed beyond the key team members named, time spent will be billed at the 2019 billing Rate Schedule on the following page.

	Stan Slachetka	Martin Truscott	Robert Dare	Jeffrey Cucinotta	Administrator	Total Hours
<i>Team Member</i>						
<i>Rate Per Hour</i>	\$ 213.00	\$ 206.00	\$ 188.00	\$ 188.00	\$ 97.00	—
Task A — Planning Coordination						
Project Kick-Off	4	0	0	10	1	15
Project Status Reports	8	0	0	16	1	25
Bi-Monthly Coordination Meetings	8	0	0	16	1	25
Status Report to Borough Council	4	0	0	4	0.5	8.5
Task B — Community Engagement						
Public Visioning Workshop	10	5	0	25	1	41
Follow-Up to the Public Visioning Workshop (Meeting)	8	0	0	14	0.5	22.5
Communication Plan	10	0	0	20	1	31
Task C — Preparation of TOD/Transit Village Vision Plan						
Draft Plan Preparation	8	4	49	49	1	111
Presentation of Draft Plan to Planning Board	4	0	0	0	1	5
Presentation of Draft Plan to Borough Council	4	0	0	0	1	5
Final Plan Preparation	8	4	12	12	1	37
Presentation of Final Plan to Planning Board	4	0	0	0	1	5
Presentation of Final Plan to Borough Council	4	0	0	0	1	5
TOTAL HOURS — ALL TASKS	84	13	61	166	12	336

TOTAL COSTS	SCS	MPT	RED	JAC	ADMIN	Total Labor Cost
Task A: Planning Coordination	\$ 5,112.00	\$ -	\$ -	\$ 8,648.00	\$ 339.50	\$ 14,099.50
Task B: Community Engagement	\$ 5,964.00	\$ 1,030.00	\$ -	\$ 11,092.00	\$ 242.50	\$ 18,328.50
Task C: Preparation of TOD/Transit Village Vision Plan	\$ 6,816.00	\$ 1,648.00	\$ 11,468.00	\$ 11,468.00	\$ 582.00	\$ 31,982.00
TOTAL (LABOR)	\$ 17,892.00	\$ 2,678.00	\$ 11,468.00	\$ 31,208.00	\$ 1,164.00	\$ 65,574.00
PRINTING EXPENSES						\$ 1,426.00
TOTAL PROJECT COST						\$ 67,000.00

2019 Schedule of Hourly Billing Rates

Billing Title	Billing Rate/Hour
Intern Administrative Support Staff	\$97.00
Junior Field Staff	\$116.00
Junior Technical Staff	\$142.00
Technical Staff Field Staff	\$163.00
Junior Professional Staff Senior Technical + Field Staff	\$175.00
Professional Staff Supervising Technical Staff	\$188.00
Senior Professional Staff	\$206.00
Group Manager Department Manager Corporate Manager	\$213.00
Billing Basis: Fixed Rate for Each Billing Title	

M-2019

T&M occasionally uses part-time and temporary staff to meet peak workload demands, and these staff will be billed in accordance with the attached rate schedule.

Schedule of Miscellaneous Charges

Effective: January 1, 2019

Contracted Services

Including subconsultants, contracted labor,

Sub-professionals, and subcontractors.....Invoice Cost + 15%

Direct Expenses

- Disbursements to agencies, vendors and suppliers includes:

Equipment; interstate transportation; permit, application, review, and similar fees; printing, plotting, reproduction, binding, and other graphic services; outside computer services; title, research, and data services; courier and express services; project field office expenses; and out-of-state telephone costs Invoice Cost

- Other Charges

MileageCommensurate with IRS Guidelines

Travel and Subsistence Invoice Cost

Field Vehicles..... \$105/Day

- Statement of Ownership
- Non-Collusion Affidavit
- EEO/Affirmative Action Evidence & Signe Compliance Notice
- Certificate of Employee Information Report
- Disclosure of Investment Activities in Iran
- Insurance Requirement Acknowledgement Form
- Sample ACORD Certificate
- Certification Regarding Political Contributions
- W-9
- New Jersey Business Registration Certificate
- New Jersey Certificate of Authorization

BOROUGH OF ROSELLE PARK

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

THIS STATEMENT SHALL BE COMPLETED, CERTIFIED TO, AND INCLUDED WITH ALL BID AND PROPOSAL SUBMISSIONS. FAILURE TO SUBMIT THE REQUIRED INFORMATION IS CAUSE FOR AUTOMATIC REJECTION OF THE BID OR PROPOSAL.

Name of Organization: T&M Associates

Organization Address: 11 Tindall Road, Middletown, NJ 07748

Part I

Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☒ For-Profit Corporation (any type)
- ☐ Limited Liability Company (LLC)
- ☐ Partnership
- ☐ Limited Partnership
- ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☒ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST ON THE NEXT PAGE IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

STATEMENT OF OWNERSHIP DISCLOSURE
(Continued)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
Gary C. Dahms	2112 Castleton Court, Allenwood, NJ 08720

Part III

DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s


Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

STATEMENT OF OWNERSHIP DISCLOSURE
(Continued)

Part IV
Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Borough of Roselle Park is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the Borough of Roselle Park to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Gary C. Dahms	Title:	President & CEO
Signature:		Date:	November 21, 2018

BOROUGH OF ROSELLE PARK

NON-COLLUSION AFFIDAVIT

State of New Jersey
County of Monmouth

ss:

I, Gary C. Dahms of the City of Allenwood in
the County of Monmouth and State of New Jersey full age, being duly
sworn according to law on my oath depose and say that:

I am President & CEO of the firm of T&M Associates
(Title or Position) (Name of Firm)

the bidder making this Proposal for the above named project, and that I executed the said proposal with full
authority so to do; that said bidder has not, directly or indirectly entered into any agreement, participated in any
collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above
named project; and that all statements contained in said proposal and in this affidavit are true and correct, and
made with full knowledge that the Borough of Roselle Park relies upon the truth of the statements contained in
said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure
such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee,
except bona fide employees or bona fide employees or bona fide established commercial or selling agencies
maintained by T&M Associates (name of contractor).

Subscribed and sworn to

before me this 26th day
of November, 2018

X. [Signature]
Signature

Gary C. Dahms, President & CEO
(Type or print name of affiant under signature)

Notary public of

My Commission expires

LAURA F. McCABE
NOTARY PUBLIC
NEW JERSEY
My Commission Expires 1-24-19

BOROUGH OF ROSELLE PARK

AFFIRMATIVE ACTION COMPLIANCE NOTICE

N.J.S.A. 10:5-31 and N.J.A.C. 17:27

**GOODS, PROFESSIONAL SERVICE
AND GENERAL SERVICE CONTRACTS**

This form is a summary of the successful bidder's requirement to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

- a) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

- b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;

OR

- c) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.

The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.1 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

COMPANY: T&M Associates

SIGNATURE: 

PRINT NAME: Gary C. Dahms

TITLE: President & CEO

DATE: November 21, 2018

Certification 1589

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT
RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17.27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-AUG-2016** to **15-AUG-2019**



**T & M ASSOCIATES
11 TINDALL ROAD
MIDDLETOWN**

NJ 07748

Ford M. Scudder

**FORD M. SCUDDER
Acting State Treasurer**

BOROUGH OF ROSELLE PARK

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted Borough employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken

EXHIBIT A
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS
(Continued)

without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

BOROUGH OF ROSELLE PARK

AMERICANS WITH DISABILITIES ACT OF 1990

Equal Opportunity for Individuals with Disability

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. §12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the owner shall expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

The undersigned vendor consents to the full understanding of the forgoing Americans with Disabilities Act Language of 1990:

Bidder/Vendor: T&M Associates

Signature: 

Full Name (Print): Gary C. Dahms

Title: President & CEO

Date November 21, 2018

BOROUGH OF ROSELLE PARK

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

PART 1: CERTIFICATION

BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive.

PLEASE CHECK EITHER BOX:

☒ I certify, pursuant to Public Law 2012, c. 25, that neither the person/entity listed above nor any of the entity's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

☐ I am unable to certify as above because I or the bidding entity and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2

PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the form below. (PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, USE ADDITIONAL PAGES).

Name: _____

Relationship to Bidder/Vendor: _____

Description of Activities: _____

Duration of Engagement: _____ Anticipated Cessation Date: _____

Bidder/Vendor: _____

Contact Name: _____ Contact Phone Number: _____

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN
(Continued)

CERTIFICATION

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the below-referenced person or entity. I acknowledge that the Borough of Roselle Park is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the answers or information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the Borough of Roselle Park and that the Borough of Roselle Park at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Gary C. Dahms

Signature: 

Title: President & CEO

Date November 21, 2018

Bidder/Vendor: T&M Associates

BOROUGH OF ROSELLE PARK

INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM

Certificate(s) of Insurance shall be filed with the Borough Clerk's Office upon award of contract by the governing body

The minimum amount of insurance to be carried by the Professional Service Entity shall be as follows:

PROFESSIONAL LIABILITY INSURANCE

Limits shall be a minimum of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period.

Acknowledgement of Insurance Requirement:

SIGNATURE:  _____

DATE: November 21, 2018

Gary C. Dahms, President & CEO
(Printed Name & Title)



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
07/08/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Northeast, Inc. Morristown NJ Office 44 Whippany Road, Suite 220 Morristown NJ 07960 USA	CONTACT NAME:	
	PHONE (A/C. No. Ext): (866) 283-7122	FAX (A/C. No.): (800) 363-0105
INSURED T & M Associates 11 Tindall Road Middletown NJ 07748 USA	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: Lexington Insurance Company	19437
	INSURER B: Zurich American Ins Co	16535
	INSURER C: American Guarantee & Liability Ins Co	26247
	INSURER D: Colony Insurance Company	39993
INSURER E: Travelers Excess and Surplus Lines Co	29696	
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 570072225763

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBRI WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			PACE305587	07/08/2018	07/08/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			PRA-0198828-02	07/08/2018	07/08/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
E	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10,000			ZUP61M6213518NF	07/08/2018	07/08/2019	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC019882902	07/08/2018	07/08/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000
A	E&O-PL-Primary			031428317 Prof - Claims Made	04/26/2018	04/26/2019	Each Claim \$7,500,000 Aggregate \$7,500,000 Deductible \$250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of coverage.

CERTIFICATE HOLDER**CANCELLATION**

T & M Associates 11 Tindall Road Middletown NJ 07748 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Northeast Inc</i>

Holder Identifier :

Certificate No : 570072225763

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ACORD 25 (2016/03)

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BOROUGH OF ROSELLE PARK

CERTIFICATION REGARDING POLITICAL CONTRIBUTIONS

STATE OF NEW JERSEY

: SS.

COUNTY OF Monmouth

I, Gary C. Dahms, resident of the municipality of Allenwood in the County of Monmouth and the State of New Jersey, of legal and full age, being duly sworn

according to law on my oath depose and say that:

I am the President of the firm of T&M Associates, the Professional Service Entity making the submissions for the above named Service, and that I executed the said submission with full authority to do so; that said Professional Service Entity acknowledges that it is aware that the Borough of Roselle Park pursuant to Section 2-4 of the Borough Code prohibits the awarding of any public contract to any Professional Service Entity that has contributed in excess of two hundred (\$200.00) dollars to a campaign committee of any Borough of Roselle Park candidate or holder of the public office having ultimate responsibility for the award of the contract, or to any Borough of Roselle Park or Union County Party Committee, or to any political action committee (PAC) that is organized for the primary purpose of promoting or supporting Borough of Roselle Park municipal candidates or municipal officeholders, within one (1) calendar year immediately preceding the date of the contract or agreement.

I further warrant that pursuant to Roselle Park Borough Section 2-4, a "professional service provider" seeking a public contract means: an individual, including the individual's spouse, if any, and any child living at home; person; firm; corporation; professional corporation; partnership; organization; or association. The definition of a service provider includes all principals who own one (1%) percent or more of the equity in the corporation or business trust, partners, and officers in the aggregate employed by the provider as well as any subsidiaries directly controlled by the service provider.

I further warrant that I have reviewed Borough Code Section 2-4.

I hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment for contempt of Court.

Subscribed and sworn to before me
this 26th day of November, 20 18


(Signature of Notary) Laura F. McCabe

(Affix Seal)




(Signature of Professional)

Name: Gary C. Dahms

Title: President

09/13/01

**T & M ASSOCIATES
ELEVEN TINDALL RD
MIDDLETOWN NJ 07748**

Taxpayer Identification# 221-806-708/000

Dear Business Representative:

Recently enacted State law (Public Law 2001, c.134) requires all contractors and subcontractors with State, county and municipal agencies to provide proof of their registration with the Department of the Treasury, Division of Revenue. The law became effective September 1, 2001.

Our records indicate that you are currently registered with the Division of Revenue, and accordingly, we have attached a Proof of Registration Certificate for your use. If you are currently under contract or entering into a contract with a State, county or local agency, you must provide a copy of the certificate to the contracting agency.

Please note that the law sets forth penalties for non-compliance with the provisions above. See N.J.S.A. 54:52-20.

Finally, please note that the new law amended Section 92 of the Casino Control Act, which deals with the casino service industry.

Should you have any questions or require more information about the attached certificate, or are involved with the casino service industry, call (809) 292-1730.

Thank you in advance for your consideration and cooperation.

Sincerely,



Patricia A. Chiacchio
Director, Division of Revenue

**STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS**

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:

T & M ASSOCIATES

TAXPAYER IDENTIFICATION#

221-806-708/000

ADDRESS

**ELEVEN TINDALL RD
MIDDLETOWN NJ 07748**

EFFECTIVE DATE:

03/21/86

FORM-BRC(08-01)

TRADE NAME:

CONTRACTOR CERTIFICATION#

0063800

ISSUANCE DATE:

09/13/01



Director, Division of Revenue

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

State of New Jersey
Division of Consumer Affairs
State Board of Professional Engineers and Land Surveyors

THIS CERTIFIES THAT

**T & M ASSOCIATES
11 TINDALL ROAD
Middletown NJ 07748**

Has met the requirements of the State Board of Professional Engineers and Land Surveyors and is hereby issued a

CERTIFICATE OF AUTHORIZATION

to offer the following services

Eng, Land Surv & Building Design Svc

Person in Responsible Charge: **GARY C DAHMS**

For the names of other Responsible Charge Licensees, go to: <http://www.njconsumeraffairs.com/pels/certcpt.pdf>

Date: **August 17, 2018**

Certificate No. **24GA27987500**

Expiration Date: **08/31/2020**




Acting Executive Director

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. T&M Associates	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 11 Tindall Road	Requester's name and address (optional)
6 City, state, and ZIP code Middletown, New Jersey 07748	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
2	2	-	1	8	0	6	7	0	8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► 	Date ► 10/7/2018
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.